The State Board of Regents met at the University of Iowa, Iowa City, Iowa on Thursday and Friday, September 15-16, 1977. Those present were:

### Members of State Board of Regents:

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<tr>
<th>Member</th>
<th>September 15</th>
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<tr>
<td>Mrs. Petersen, President</td>
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<td>Mr. Bailey</td>
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<td>Mr. Barber</td>
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<td>Mrs. Belin</td>
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<td>Mr. Brownlee</td>
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<td>Mr. Harris</td>
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<td>Mr. Shaw</td>
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<td>Mr. Slife</td>
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<td>Mr. Wenstrand</td>
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<td>Executive Secretary Richey</td>
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<td>Mr. Barak</td>
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<td>Mrs. Gundrum</td>
<td>Arr. 10:30 a.m.</td>
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<td>Mr. McMurray</td>
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<td>Mrs. Mininger</td>
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<td>Pauline K. Van Ryswyk</td>
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### State University of Iowa:

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<tr>
<td>President Boyd</td>
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<td>Vice President Brodbeck</td>
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<td>Vice President Jennings</td>
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<td>Assistant Vice President Small</td>
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<td>Special Assistant Maurer</td>
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<td>Assistant to President Mahon</td>
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<td>Director Hawkins</td>
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<td>Vice President Christensen</td>
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<td>Vice President Moore</td>
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<td>Assistant Vice President Madden</td>
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<td>Assistant to the President Henry</td>
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### University of Northern Iowa:

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<td>President Kamerick</td>
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### Iowa School for the Deaf:

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<td>Business Manager Kuehnhold</td>
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### Iowa Braille and Sight Saving School:

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<td>Superintendent DeMott</td>
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<td>Business Manager Berry</td>
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The following business pertaining to general or miscellaneous items was transacted on Thursday, September 15, 1977.

INTRODUCTION. President Petersen introduced Dr. Richard M. DeMott, new Superintendent of the Iowa Braille and Sight Saving School, to the board. She welcomed Dr. DeMott to his first official board meeting as superintendent of the school.

INTRODUCTION. President Parks introduced Mr. David Henry, new Assistant to the President at Iowa State University, to the board. President Parks stated that Mr. Henry would also be representing Iowa State University in the legislature this year. He noted that Mr. Weldon Walsh, former Assistant to the President, suffered a heart attack a few months ago and is now working as Assistant to the Dean of Admissions and Records at the university.

APPROVAL OF MINUTES OF JULY 28, 1977 MEETING. The minutes of the July 28, 1977 meeting were approved as corrected.

COMMITTEE ON EDUCATIONAL COORDINATION. A. Annual Report from Committee on Educational Relations. The board was requested to accept the annual report of the Committee on Educational Relations.

The Board Office reported that the committee's annual report included a summary of the actions related to the annual area school approvals. The actual report and recommendations on the area schools were given to the board at the July meeting. The Board Office noted that a large part of the report included a complete copy of the area school standards that the committee intends to give special attention during the coming year.

Other items noted by the committee in its annual report included the revision of Bulletin No. 8 which, in its last version (1968), included the general objectives of the Regents Committee on Educational Relations, admission requirements common to the three institutions, special admission requirements, policies and criteria governing the acceptance of credit from non-public Iowa junior colleges and four-year colleges, and rules and regulations pertaining to the approval of Iowa area vocational schools and area community colleges. The Committee on Educational Relations and the Interinstitutional Committee on Educational Coordination are currently reviewing the need for this publication and the possibility that future editions may not be needed. The Board Office recommended that the committees consider the possibility of a briefer publication which would provide admission and general information about all three universities. This publication could serve a useful function with respect to the Regents-wide Bachelor of Liberal Studies program.
Vice President Martin introduced Dean W. A. Cox, Admissions and Records, University of Iowa, who was present to represent the Committee on Educational Relations.

Regent Bailey asked for more information regarding the revision of Bulletin No. 8. Mr. Barak commented that inclusion of the rules and regulations pertaining to the approval of Iowa area vocational schools and area community colleges would not be necessary in Bulletin No. 8 as same are included in the Iowa Administrative Code which is readily available to the public. Mr. Barak added that the Committee on Educational Relations was in general agreement with the proposal of revising Bulletin No. 8.

MOTION: Mr. Harris moved the board accept the annual report of the Committee on Educational Relations. Mrs. Belin seconded the motion.

President Petersen commented that while the board only receives an annual report of the Committee on Educational Relations' activities, the work of the committee goes on all during the year. She expressed appreciation of the board for the committee for its ongoing work in the interest of students.

VOTE ON MOTION: The motion passed unanimously.

B. Student Persistence Study. The board was requested to accept a report on student "Persistence at the State Universities: A Study of the 1970-71 Entering Class of Undergraduates at the University of Northern Iowa, Iowa State University and the University of Iowa."

The Board Office noted that nationally, American higher education's dropout rate has recently been described as "persistent, serious, and difficult to reduce." As measured by a student graduating in four years from the student's original college, the dropout rate has been about 40% nationally for the past 45 years. While transfer and returning students who eventually complete their degree programs reduce this attrition rate, there still remains a significant loss in investment of personal, institutional and governmental resources in higher education when students do not achieve their degree objectives. It was noted, of course, that there are undeniable educational benefits which do accrue to persons who drop out of college even if they never return to complete a college degree.

The Board Office reported that with downward or stable enrollment trends forecast for the future, the continuing problem of attrition has become a more pressing concern for educators because of its relationship to enrollment problems. While administrators and faculty have traditionally seen recruitment as the principal means to keeping enrollments up, an equally promising approach is to reduce dropout rates. It was noted that in four-year institutions any change that deters students from dropping out can affect three classes of students at once, whereas any change in recruiting practices usually affects only one class in a given year.

The Board Office pointed out that another aspect of retention is an ethical concern with fulfilling the promise of equal educational opportunity by coupling greater access with greater retention.

For the above reasons, the board has encouraged the three universities to undertake periodic studies of student persistence. The report presented
to the board provided information on: 1) enrollment, 2) persistence, and
3) performance of students who entered the three state universities. The
students upon which the study was based were either freshmen directly from
high school or as transfer students during the 1970 summer session, the fall
semester (quarter) 1970, winter quarter 1971, and the spring semester
(quarter) 1971. These students were studied from the time of first enrollment
until the end of the 1976 summer session.

The Board Office commented that the enrollment figures of the study on
freshmen directly from high school showed that the University of Northern
Iowa enrolled 2,154, Iowa State enrolled 3,921, and the University of Iowa
enrolled 3,077. This amounted to an increase of 3% at the University of
Northern Iowa, 18% at Iowa State University, and a 1% increase at the
University of Iowa over the number of freshmen entering in 1965-66.

The enrollment figures of the study on transfer students showed that the
University of Northern Iowa enrolled 934, Iowa State University enrolled
1,353, and the University of Iowa enrolled 1,941. This amounted to an
increase of 72% at the University of Northern Iowa, 67% at Iowa State
University, and 30% at the University of Iowa over the number of transfer
students entering in 1965-66.

The Board Office reported that 48% of the University of Northern Iowa's
students, 57% of Iowa State University's students, and 47% of the State
University of Iowa's students who entered in 1970-71 graduated.

The Board Office commented that the grade point average earned by those
who received a bachelor's degree when entering as a freshman directly from
high school was 2.93 at the University of Northern Iowa, 2.88 at
Iowa State University, and 2.96 at the University of Iowa. Transfer
students' grade point averages were 2.81 at the University of Northern
Iowa, 2.88 at Iowa State University, and 2.87 at the University of Iowa.

The persistence report indicated some interesting trends. First, the
percent of students graduating (i.e., freshmen completing the requirements
for the Bachelor's degree) has increased slightly at the University of
Northern Iowa and by 7% at Iowa State University since the first persis-
tence study of the 1960-61 freshman class. At the University of Iowa
there has been a very slight decline in the percent of students graduating.

The Board Office commented that the apparent increase in grade point
averages may be due, in part, to the well-publicized issue of "grade
inflation." Two observations appear to support this view. The first
observation related to the "real" and "significant" decline in test
scores reported by the various college testing services such as ACT, which
would seem to take away from the possibility that our students as a whole
have higher aptitudes. A second observation was that there is also a
very significant decline in the number of freshmen and transfer students
who were dropped for low scholarship.

In conclusion, the Board Office noted that there is a need for
future Regental persistence studies to give much closer attention
to the reasons why students drop out. Available national studies
have documented many of these concerns, but they also urge
institutions to conduct analyses of their own student population to learn
the particular causes of attrition that distinguish their campus. Factors
that are significant on a national scale may not be relevant for a single
campus or may need to be weighed differently to meet the profile of a
particular campus. This information can then be formulated into action
programs at each institution designed to improve student retention rates.
Such programs could include intervention techniques in academic programs; and
appropriate changes in admissions, orientation, counseling, advisement,
financial aid, work opportunities and extracurricular activities. Such an
approach would seem warranted by: 1) the possible future need to maintain
enrollments, 2) the need to conserve and make the most out of resources
already committed, and 3) to fulfill promises of equal educational oppor-
tunity.

Vice President Brodbeck noted that the student persistence study indicated
the need for continued advising and counseling of students who enter
the universities so that the students are able to choose the major best
suited for them.

President Petersen noted that the larger number of participants in the
great education movement seem to be those who have had some previous
higher education. She said it would be interesting to see if that national
inclination is true in the board's institutions, as well. She also
recommended the board be informed of how many people return to the campus
at 10 or 20 year intervals.

Regent Shaw commented that he was not discouraged by the fact that some
students attend the university and then drop out because of preference for
some other line of activity. He added that there has been some indication
that people come to the universities not as well prepared as they used to
be and coupled with the non-retention rate, it certainly would not be the
way to go to encourage people to stay, thereby lowering standards.

MOTION: Mrs. Belin moved the board accept the excellent
report on student "Persistence at the State
Universities: A Study of the 1970-71 Entering
Class of Undergraduates at the University of
Northern Iowa, Iowa State University and the
University of Iowa" and that the next report
(in five years) include the supplemental
information recommended by the Board Office and
President Petersen as noted above. Mr. Harris
seconded the motion.

Regent Bailey expressed agreement with Regent Shaw's earlier remarks and
added that he desired further clarification of the fact that not nearly
as many students are being dropped for low scholarship as was the case ten
years ago. President Parks cautioned Regent Bailey from drawing any
"root and branch conclusions" from those figures reflecting those numbers
of freshmen and transfer students who at some point in their careers in
Regents' institutions dropped for low scholarship comparing the periods
1960-61 and 1970-71. He said that Iowa State University didn't have as
good a system with respect to calculating student persistence as it has
now. He said the university's counseling system now watches more carefully
the progress of students who are in their first quarter. The university
encourages those students to transfer to other courses through proper
counseling rather than leaving the school. He emphasized that the figures
on how many students went home should not be used as being any measure of quality. Regent Bailey concurred with the explanation provided by President Parks but added that if it were the case of "letting students get by" and not producing, then he would feel considerably different. President Parks said he did not feel Regent Bailey had cause for concern.

President Parks commented that Iowa State University is on the quarter system and it loses too many students in the first quarter of the school term. He added that the university has found that if it extends some of the students for another quarter, those who have been educationally disadvantaged will surprise you by making good academic progress.

President Petersen reported that Vice President Hubbard, University of Iowa, told her that the range of students who drop out of that institution "runs the full gamut" of the grade spectrum. President Petersen asked if some method of finding out not only the stated reason but the real reason why students move and transfer and/or are unhappy, it would be helpful, particularly to those persons employed in Student Services.

President Boyd assured the board that the quality of the University of Iowa's Law School has improved considerably since the 1950's. He said that since that time the entrance requirements have raised substantially. The school is not required to "take everybody."

Regent Belin stated that she's greatly encouraged by the increased human support for the total student. By providing additional support to students, the university is going to improve the students' intellect or work.

Mr. Richey concluded that all three universities have done quite well considering the job market for college graduates and the absence of the military draft. The universities actually maintained their ratios of graduates to entering freshmen in spite of those adverse factors.

Registrar Cox, University of Iowa, reported that there is a study underway on all three institutional campuses on the non-persistence study, using a common form.

VOTE ON MOTION: The motion passed unanimously.

C. Annual Report from the Registrars' Committee on Coordination. The board was requested to accept the Registrars' Committee on Coordination's annual report.

The Board Office reported that this year's annual report included a section on fall enrollment reports. It was noted that the responsibilities for the annual fall enrollment prepared by Dean Cox of the University of Iowa, under the auspices of the Iowa College Presidents' Association, will now be sponsored by the Iowa Coordinating Council for Post-High School Education, effective with the 1977-78 academic year. It was added that since the registrars' report was prepared, there have been some slight modifications in the number and types of reports that will be prepared under the auspices of the Iowa Coordinating Council for Post-High School Education.
Other items in the registrars' report included the continuing concern of the registrars regarding difficulties of articulation with the area schools arising from the application of "loose policies in classifying course work as vocational or college transfer." The committee noted that "the distinctions between these two types of courses are becoming more difficult to make as the concept of higher education broadens to include on the part of some group or another almost anything learned by any means after the age of eighteen or nineteen."

The registrars' report noted that the registrars have had active participation in the development of the persistence report which is prepared for the board every five years. The committee also noted that the persons who prepared the persistence report are currently conducting a follow-up study of those students who did not graduate from a Regents' university.

Other concerns noted by the committee were the problems arising out of the application of the "Family Educational Rights and Privacy Act," known as the Buckley Amendment. The committee continued to share interpretations and insights regarding the management and the protection of student records and compliance with this act.

The Board Office added that the committee noted the difficulties of complying with the changing and increasingly restrictive regulations governing the attendance of veteran students. This matter has been addressed rather forcefully by the Iowa Coordinating Council on Post-High School Education, which has developed a position statement on this matter. The Coordinating Council's position statement has been shared with members of the Iowa congressional delegation and officials in the Veterans Administration. The response from the congressional delegation has been very encouraging. The Iowa congressmen have noted that both they and their staffs will be working with the various committees studying this matter and will be working toward a resolution of the problem.

Mr. Richey commented that a few years ago the committee was working quite a bit with the secondary schools with respect to articulation. He asked if that work is continuing. Registrar Cox responded by saying that both the Registrars' Committee on Coordination and the Committee on Educational Coordination are very interested in such articulation. He added that the two groups' memberships overlap.

In absence of objections, President Petersen accepted the annual report of the Registrars' Committee on Coordination for the board.

NOTIFICATION OF ACCREDITATION BY THE NATIONAL ASSOCIATION OF SCHOOLS OF MUSIC FOR THE UNIVERSITY OF NORTHERN IOWA SCHOOL OF MUSIC. The board was requested to accept the notification of accreditation from the University of Northern Iowa.

The Board Office reported that last month the board approved a change in title of the Department of Music at the University of Northern Iowa to the School of Music. The University of Northern Iowa has been notified by the National Association of Schools of Music that the Commission on Undergraduate Studies has granted plan approval for the degree Bachelor of
Music and Music Education and the Commission on Graduate Studies has granted plan approval for the degree Master of Music and Composition, Music History and Performance.

Regent Bailey asked for clarification as to what "plan approval" meant. President Kamerick indicated that "plan approval" and accreditation, in this instance, mean the same thing.

In absence of objections, President Petersen accepted the notification of accreditation from the University of Northern Iowa and congratulated the university on its achievement of this approval for the board.

ANNUAL REPORT ON THE ACTIVITIES OF THE LAW ENFORCEMENT ACADEMY COUNCIL.
The board was requested to accept the annual report on the activities of the Law Enforcement Academy Council.

The Board Office reported that the highlights of the report included the dedication of the expanded facility of the academy, an expanded recruitment training program, the development of a state-wide program to train all persons involved in law enforcement in the revised criminal code that will take effect on January 1, 1978, a discussion of the problems of nondiscrimination in law enforcement employment, the development of a written examination for use in the selection of law enforcement officers, a program on the use and handling of police vehicles, and the continuing responsibility of the council for approval of instructors in various organizations doing recruit training for law enforcement officers. The Regents' representative on the Law Enforcement Academy Council, Mr. Richard L. Holcomb, Director of the Bureau of Police Science at the University of Iowa, concluded the report by noting that the efficient functioning of the academy and the good relationship with all individuals involved continues to be a very favorable one.

Mr. Richey noted that the Board of Regents is involved with the Law Enforcement Academy Council for two reasons: 1) its academic responsibilities, and 2) being a user agency of the services of that law enforcement academy. All of the institutional security officers that have the title "special security officer" use the Law Enforcement Academy for training.

President Petersen, in absence of objections, accepted the annual report on the activities of the Law Enforcement Academy Council for the board.

IOWA COORDINATING COUNCIL FOR POST-HIGH SCHOOL EDUCATION. Proposed Regulation on Postsecondary Educational Institutions and "Statement on Cooperation" in Postsecondary Education in Iowa. The board was requested to approve the proposed legislation concerning the regulation of postsecondary educational institutions in Iowa and the "Statement on Cooperation" for postsecondary educational institutions in Iowa with some minor modifications.
The Board Office stated that about a year ago, President Boyd, acting as chairperson of the Iowa Coordinating Council for Post-High School Education, appointed a committee to investigate the need for legislation covering the regulation of institutions in the state. This action was prompted by a number of concerns identified by various members of the Iowa Coordinating Council for Continuing Education, a group consisting of the continuing education staffs of the area schools, private colleges, and the Regents universities. The continuing education staffs noted the increase in the number of out-of-state institutions and organizations offering courses for academic credit in Iowa. The committee noted that at the present time there is no check at all as to the offering of academic courses in the state. Even the establishment of an educational institution in Iowa can be undertaken by merely paying a small fee at the Secretary of State's Office. This ease of operation has resulted in the offering of courses in Iowa which are of questionable value, according to the committee.

The Board Office reported that the committee reviewed the present statutes governing various aspects of the problem such as those related to consumer protection and fraud. After considering a number of alternatives, the Coordinating Council committee concluded that there was a need for some minimal registration of institutions offering courses in Iowa. The draft legislation was presented to the board in the docket material and is on file at the Board Office.

The Board Office indicated that last year, also under President Boyd's leadership, the Coordinating Council established a committee to develop a statement of cooperation concerning the various segments of postsecondary education in the state. This committee met on a number of occasions and drew up a "Statement on Cooperation." The Board Office reviewed this statement and felt that with some rewording with respect to the emphasis on career education and some additional modifications, that it was acceptable. The Board Office emphasized that it is extremely difficult to develop a statement of this sort which would be completely and unquestionably acceptable to all the diverse interests which compose the postsecondary educational community in Iowa. It reported that this statement was a good attempt to satisfy the need.

President Boyd commented that he didn't feel the various constituencies have seen the statement of cooperation. He said the Coordinating Council should review these matters but has not had an opportunity to look at them yet. President Petersen agreed, and noted that additional review of the proposed legislation concerning the regulation of postsecondary educational institutions in Iowa and the "Statement on Cooperation" should take place prior to board acceptance. President Boyd encouraged members of the board to provide comments for him to carry back to the Coordinating Council for discussion of the matters at hand. He said he sees two basic issues: 1) a liberal education balancing, and 2) too much strong language of inflammatory nature to make a point.

President Boyd introduced Ms. Virginia G. Maurer, Special Assistant in the Office of the President, University of Iowa, who was present for the discussion on regulation of institutions. She reported that she was involved in the drafting of the proposed regulation on postsecondary educational institutions. She noted that the basic issue involves out-of-state institutions offering courses in Iowa for credit which it will not allow credit for at its home campus.
Regent Bailey commented that a point raised at the recent Higher Education Facilities Commission meeting relating to the concept of proposed legislation was whether the proper place for the registration is the Secretary of State's Office or whether it should be an agency that has normally been considered to be directly related to education whereby a person seeing the information might be more inclined to direct the inquiry to. In response, President Petersen said she feels it would be less self-serving and more straightforward to have the responsibility in the Secretary of State's Office and there would be no possibility of any "judgment" or any apparent or real suspicion of the fraternity of educators. She said she felt the proposed legislation was straightforward and the kind of disclosure legislation that would not be judgmental about the quality of programs. Regent Bailey suggested the Attorney General's Office be the appropriate place for the establishment of a registration office. He noted that office has a Consumer Division.

Mr. Barak noted that the committee that worked on this proposal had a concern with the possibility of an educational agency being responsible for registration of programs since it might be more likely to get involved in more indepth reviews of programs and in making educational decisions. That was the reason for going with a non-educational agency which might be less inclined to get into the educational area. Secondly, with respect to the Attorney General's Office, Mr. Barak said a representative from the Attorney General's Office was a member of the committee that drafted the proposal. It was indicated that the Attorney General's Office didn't want this responsibility and went along with the approach of having the registration occur in the Secretary of State's Office. Regent Bailey asked if the Secretary of State's Office wants the added responsibility and Mr. Barak responded that there hasn't been communication with that office as yet. President Petersen commented, however, that the committee's proposal does fit in with similar other duties in the Secretary of State's Office.

Ms. Maurer made reference to a couple Code sections by saying Section 713A deals with the advertising and selling of courses of instruction. She briefly outlined the facets of the chapter for the board's information. She said that the statute's concerns centered around avocational/recreational education. The proposed legislation was not attempting to cover every situation.

President Petersen commented that, as the board looks around the country, many states have been moving in a variety of directions to try to solve this particular problem. She added that she feels the approach that the committee has taken would be one that would solve the problem. She said some states have direct regulation of quality programs rather than direct disclosure.

Regent Wenstrand said he needed clarification as to what the magnitude of the problem before the board actually involved. President Boyd noted that people in some parts of the state feel that the proposed regulation is a very real issue. He commented, however, that it may well be that proposed legislation should be held back until we know more about the problem's dimensions.

Mr. Richey stated that the Board Office gets a lot of requests from other states as to the status of a certain institution. He stressed the importance of having some agency having basic information about post-secondary education programs in the state.
Mr. Richey strongly encouraged the board recommend that the proposed legislation be considered. He added that two to three years ago he informed board members that federal officials are concerned about the present lack in Iowa's system in this regard. He noted the strong push by the United States Office of Education to have some type of regulation for postsecondary education programs. He suggested that because of declining enrollments, institutions may take risky measures for survival, and that the board ought not to exempt any institutions from disclosure.

Regent Shaw said he would be perfectly willing to grant exemptions to other surrounding states. He said that as long as fraud isn't involved, it seemed all right. He commented that a mechanism may be in the making that is eventually going to "catch" the board. One way to deal with that would be to put an exemption in the board's legislation.

In response to Regent Shaw, Regent Bailey said he has seen some institutions are offering on a continuing education type basis off-campus types of course credit for a program for a presentation of a course that they wouldn't have given credit for on campus. He said he's concerned about that and sees that as a problem.

Mr. Richey added that some public institutions offer marginal programs. One of the institutions, a few years ago, was tied in with an organization offering courses all over the country. A major scandal was the result. Some of the so-called "acceptable" institutions can get into marginal activities when they get away from their home campus. This can happen, he added, in public or private institutions.

MOTION: Mr. Harris moved the board approve the proposed legislation concerning the regulation of postsecondary educational institutions in Iowa and the "Statement on Cooperation" for postsecondary educational institutions in Iowa with some minor modifications. He moved that this approval would refer the matters back to the Coordinating Council with board support for it to revise as necessary. Mr. Slife seconded the motion. The motion passed unanimously.

President Boyd reported that the Secretary of State will be advised by the committee of the Coordinating Council about this proposed legislation.

In general discussion pertaining to the Coordinating Council, Regent Bailey expressed concern that if the Coordinating Council is to function properly, it needs representation from the general public. That representation is lacking at the present time. He said input from the general public is needed in making decisions in the area of higher education because the academic community alone does not have all the information
needed. The consumer must be represented, as well. President Boyd responded that that matter has been under consideration in the Coordinating Council and there have been proposals to do something about it. The need is recognized.

President Petersen commented that the Iowa Coordinating Council for Post-High School Education, the Higher Education Facilities Commission, and the Iowa College Presidents Association will be sponsoring a meeting on Sunday and Monday of this week regarding the final report on postsecondary planning for the nontraditional learner in Iowa. This report has been done under the auspices of the Coordinating Council and Higher Education Facilities Commission under the direction of Ms. Gail McClure. President Petersen encouraged members of the board to attend the meeting.

For the board's information, Mr. Richey noted that Mr. Barak of the Board Office has been appointed corresponding secretary for the Iowa Coordinating Council for Post-High School Education. Mr. Charles Moench of the Department of Public Instruction is recording secretary for that council. Wendell Q. Halverson is treasurer. All three persons will serve for a three-year term. Mr. Richey expressed pleasure that the Board Office could provide service to the council.

Regent Barber reported that he chaired an audit committee consisting of three members to verify and validate the Coordinating Council for Continuing Education's books. He noted that the books were approved subject to further clarification on one or two balances.

REPORT OF HIGHER EDUCATION FACILITIES COMMISSION. Regent Bailey presented the board with an oral report pertaining to the Higher Education Facilities Commission. He said the commission has three new officers: William Ferguson, Glidden, Iowa, president; Mrs. Marilyn R. Tucker, Cedar Rapids, Iowa, vice president; and Robert E. Phipps, Fairfield, Iowa, secretary.

Regent Bailey brought up discussion pertaining to the Guaranteed Student Loan Program. He said the federal government is pushing states to reactivate their Guaranteed Student Loan Programs rather than leaving the responsibility primarily with the federal government. He reminded members of the board that he met with the financial aid officers of the three universities to get their input and views on this matter and he related those to the commission. The Higher Education Facilities Commission recommended to the Governor that he appoint a task force. Basically, those views caused the Governor to be asked to appoint a task force to study the direction that any state Guaranteed Loan Program should take, whether it should be, how it should be administered (whether by a state agency or farmed out to a private enterprise or whether it should be involving direct loans using state funds which presumably would be raised by a state loan program of some kind).
Regent Bailey said he had detailed information on the revision of the State Plan for Title 6A federal program which is the program relating to instructional equipment grants. That is broken down into library and special equipment. Basically, what has been done is an attempt to improve and to render more equity to the rules under which the program is administered. Regent Bailey provided the board with only a brief summary of this topic but encouraged board members to see him for more details.

INTRODUCTION. President Kamerick introduced the president of the University of Northern Iowa's Student Association, Janet Callahan, to the board.

APPOINTMENTS TO THE STATE EXTENSION AND CONTINUING EDUCATION COUNCIL. The board was requested to approve the following appointments to the State Education and Continuing Education Council:

Robert F. Ray, University of Iowa
M. Dean Zenor, University of Iowa
Charles E. Donhowe, Iowa State University
Ralph E. Patterson, Jr., Iowa State University
Frank Downes, University of Northern Iowa
Raymond J. Schlicher, University of Northern Iowa.

The Board Office reported that the above-named individuals were nominated by their respective institutions.

MOTION: Mr. Barber moved the board approve the appointments of Robert F. Ray, M. Dean Zenor, Charles E. Donhowe, Ralph E. Patterson, Jr., Frank Downes, and Raymond J. Schlicher as shown above for three-year terms. Mr. Bailey seconded the motion and it passed unanimously.

LEGISLATIVE PROGRAM, 1978 SESSION. The board was presented with a number of issues which were not resolved in the 1977 session which would need to be considered by the board. They included:
1) Introduction of a proposal to increase the limit when bids are required from a current level of $10,000 to $25,000.

2) Expansion of investment authority to equal that statutorily granted to the State Treasurer.

3) A change in law relative to collection of lost bond coupons.

4) The issue of restoring funds lost for mental health research through passage of Senate File 388 in the 1977 session.

The Board Office reported that the board will be considering the bills carried over from the 1977 session to the 1978 session. Some of the issues involved are those dealing with risk management, performance auditing, changes in the Open Meetings Law, changes in the Professional Standards Board for Teacher Certification, improvements in the Iowa Public Employment Retirement System, and road financing. Also, the board will need to consider actions taken in interim study committees. The board has also sponsored introduction of Senate File 192 currently in the House State Government Committee, having passed the Senate, which deals with the relationship of the University of Iowa to the State Historical Society.

In discussion, Regent Bailey asked if the collective bargaining statute needs to be revised further. He noted that it was already revised in the last legislative session to assure the universities of the right to recognize and reward merit regardless of the contractual arrangements. Regent Bailey reminded members of the board that at the time the statute was passed it attempted to preserve quality in the faculties by various means and had opposition to omitting the faculties in coverage of the act. He noted, however, that even those who opposed that were inclined to go the route of permitting the rewarding of merit.

Mr. Richey commented that he was not sure there was general acceptance of Regent Bailey's comments. One of the provisions of the appropriation act of the special legislative session was that the board's state merit employees automatically keep out any merit increases prior to negotiation. If there is any merit to be considered, they have to negotiate it rather than have that "in hand." Regent Bailey stressed that his earlier remarks only concerned the faculty members.

Regent Brownlee raised discussion concerning the Open Meetings Law. He said that with the current interest in the provisions of the law that the Board of Regents and its institutions should have great interest in the clear delineation of the rules. He said it is obvious that something needs to be done. He suggested that the appropriate personnel in the institutions, particularly in the law school, study this entire subject to advise the board as to input for formulation of more precise guidelines regarding meetings. He commented that the board could be updated a couple months prior to the next session of the legislature as to the best way to present the issue to the legislature.
President Kamerick commented about the Iowa Public Employee's Retirement System. He said the board was aware of the improvements being recommended and noted that they have enormous implications for Regents institutions.

President Petersen indicated that monitoring of legislation would continue and noted that the board would be alerted to any and all legislation that might be under consideration.

REPORT ON EXPENDITURES FOR FUEL AND PURCHASED ELECTRICITY FOR 1976-77.

The board was requested to ratify the transfers of $79,000 and $43,000 from the University of Iowa and the University of Northern Iowa, respectively, to Iowa State University, Iowa School for the Deaf, and the Iowa Braille and Sight Saving School in the amounts of $95,000, $3,000, and $24,000, respectively, and internal transfers at the University of Iowa related thereto.

The intent of Senate File 1261, as in the previous year, is to recognize the unpredictability of fuel and electricity prices and availability as well as weather conditions and to provide an incentive for conservation of fuel and purchased electricity. By providing that any savings can be used to cover operational needs within the institutions, there is an attempt to promote additional efforts toward reducing the overall costs of fuel and purchased electricity.

At the board's June meeting, a reallocation of savings of $227,000 from the estimated expenditure of fuel and purchased electricity for 1976-77 was approved by the board. When the board action was taken it was presumed that the data on institutional expenditure was complete. Before the actual transfers were completed, the Board Office was informed that the rebate of $132,000 on natural gas to the University of Iowa had been inadvertently left out of the reallocation. Consequently, when the final transfers were made, the reallocation was based on an estimate of $370,000 of savings for the fiscal year rather than $227,000.

The procedure for reallocating the estimated savings was identical to that utilized in 1975-76 and as approved by the board for 1976-77 with the revision in amounts of estimated total savings. The basis for allocation was the revised 1976-77 general university Iowa School for the Deaf and Iowa Braille and Sight Saving School budgets.

Savings reallocation from fuel and purchased electricity was made on the basis of actual expenditure through May and an estimate of expenditures for the remainder of the year. For 1975-76, actual savings were $98,000 less than the estimate due largely to an overestimate of $111,000 by the University of Iowa. Such an overestimate and underestimate may occur at any of the institutions during the year-end closing and process of correcting for inventory values. In order to avoid any cumulative effect of
errors in estimating fiscal year expenditures even though estimates are prepared late in the fiscal year the board approved taking into consideration actual expenditures for 1975-76 in the reallocation of 1976-77 savings to offset the cumulative effect of overestimating savings.

The Board Office noted that for 1976-77 the actual expenditures for fuel and purchased electricity indicated that the Regents' institutions' savings were greater by $74,000 than the estimate of savings upon which the reallocation was based. The additional savings based on actual expenditures should be taken into consideration when the savings or deficit from 1977-78 are allocated at the end of the current year.

MOTION: Mr. Harris moved the board ratify the transfers of $79,000 and $43,000 from the University of Iowa and University of Northern Iowa, respectively, to Iowa State University, Iowa School for the Deaf, and the Iowa Braille and Sight Saving School in the amounts of $95,000, $3,000, and $24,000, respectively, and internal transfers at the University of Iowa related thereto. Mrs. Belin seconded the motion.

Regent Bailey commented that he noticed the practice of energy conservation on the University of Iowa campus and said he questioned the request to transfer those savings to another school. Mr. Richey noted that it is very difficult to ascertain how much of the University of Iowa's savings, for instance, are due to energy conservation. He noted that budget estimates are used. He added that when a new building is opened, it also has a great impact on energy costs.

President Petersen said she viewed all the energy conservation reports of the institutions as showing good faith efforts to conserve.

President Parks said the board should "not go overboard" when it comes to trying to conserve on lighting. He said safety measures should also be considered.

VOTE ON MOTION: The motion passed unanimously.

REVISED BUDGET FOR BOARD OFFICE FOR 1977-78. The board was requested to approve the revised budget for operating the Board Office for 1977-78 of $466,281.

The Board Office reported that the board approved the budget for operation of the Board Office during 1977-78 of $464,304 at its June 30 meeting. The budget adopted at that time was based on an estimate of receipt of salary adjustment funds from the State Comptroller. In addition, action had not been taken by the Governor on the level of salary of the executive secretary for the coming fiscal year.
The allocations have been made by the State Comptroller including funds for adjustment of the salary of the executive secretary. The proposed revised budget of $466,281 reflects a net increase of $1,977 over the budget figure adopted on June 30.

The Board Office stated that the allocations for increases in salaries of the professional staff of the Board Office were less than anticipated. The individual salaries are retained at the same level as adopted by the board and the differences made up by revised estimate of miscellaneous income of $3,175, which is $1,435 higher than the figure adopted in June. The Board Office reported that the revised estimate of miscellaneous income appeared to be realistic, based on the actual receipts for 1976-77.

Mr. Richey said the very basic question of whether the board has the authority to set salaries or some other party was reflected in this budget. Mr. Richey said he hoped that the appropriations not granted the Board Office for this year can be made up next year.

MOTION: Mr. Bailey moved the board approve the revised budget for operating the Board Office for 1977-78 of $466,281. Mr. Harris seconded the motion and it passed unanimously.

ELLA M. MILLARD ESTATE. The board was requested to accept with deep gratitude the bequest to the Board of Regents from the Ella M. Millard Estate and make provisions for the transfer of these funds to the Iowa Braille and Sight Saving School in accordance with the terms of the will.

The Board Office received notice that a final hearing on the matter of the estate of Ella M. Millard was scheduled to be held on September 6 in Sac City, Iowa. Under the terms of the will, Mrs. Millard left one-half of her estate to the primary institution in the state involved in education of blind children. The other half was left to the Howard Activity Center in Sac City. It was later determined in court that the Iowa Braille and Sight Saving School qualified as the primary educational institution in the state for the education of blind children.

The Board Office reported that Mrs. Millard had no former association with the Iowa Braille and Sight Saving School. It was reported that the school will be receiving in the neighborhood of $47,000 from this estate. There were no special purposes stated in the will to which the money is to be put.
President Petersen noted that she will send a letter on behalf of the board to the persons in charge of the Ella M. Millard Estate expressing the board's deep gratitude.

MOTION: Mr. Bailey moved the board accept with deep gratitude the bequest to the Board of Regents from the Ella M. Millard Estate and make provisions for the transfer of these funds to the Iowa Braille and Sight Saving School in accordance with the terms of the will. Mr. Harris seconded the motion and it passed unanimously.

ANNUAL REPORT OF THE IOWA STATE UNIVERSITY MEMORIAL UNION. The board was requested to accept the report of the Iowa State University Memorial Union.

The Board Office reported that the major new item of the report was the approval of the union board of directors' plans for a two-story addition to the southeast corner of the union, completing that project initially started in 1972. The first floor of the addition will include an enclosed walkway to and from the parking ramp, alumni offices, another board room, and a beautiful new dining room. The second floor will be used for Iowa State University storage until funds become available for conversion to a more sophisticated usage. It was anticipated that bids will be taken in September of 1977 with a letting in October a possibility. Construction time was estimated at one year.

In absence of objections, President Petersen accepted the report of the Iowa State University Memorial Union on behalf of the board.

Regent Belin noted that the revenues for 1977 amounted to $2,097,319 whereas the total expenditures amounted to $2,052,824. She expressed pleasure with the excess of revenues over expenditures.

FLEX TIME. The board was requested to adopt the following proposed policy statement regarding flex time and accept the plans presented by each of the institutions for implementation.

Policy Statement

The board approves the principle of "flex time" for employees of its institutions and the Board Office, in order to provide for more efficient utilization of the abilities of its employees, better service to the public and improved working conditions for its employees. Each
The Board Office reported that on July 13, 1977 the Governor signed Executive Order No. 25 which establishes the policy of flex time scheduling for employees of all state agencies wherever this is possible. It requires each state agency to submit plans for utilizing flex time for its employees by September 15, or to submit a statement explaining why flex time is not feasible. This executive order replaces the flex time bill, House File 64, passed by the legislature but vetoed by the Governor. It carried out the intent of the bill but allows management more flexibility in the application of the policy.

It was reported by the Board Office that the Board of Regents and its institutions have consistently desired to identify and adopt new or improved methods of management which would provide for better service to the public, more efficient use of personnel and/or better working conditions for employees. The principle of flex time, which allows the scheduling of work in ways which depart from traditional work patterns, is a means to accomplish these ends. Research has shown that alternatives to the traditional work schedule can provide additional hours of availability to the public in many areas, can increase productivity through reduced tardiness and absenteeism, as well as significantly improve employee morale.

The Board Office stated that since the announcement of the executive order, the proposed policy statement for the board and guidelines for its implementation have been developed to be consistent with the executive order and the original bill. This has been under the direction of Mrs. Fran Gundrum, a member of the Board Office staff who was appointed to the Governor's Flex Time Resource Committee, with the cooperation and assistance of other staff members and representatives of the institutions.

The Board Office reported that each plan submitted by the institutions called for a reexamination of the concept of flex time, to determine the feasibility of its use with other employees to better utilize their skills to provide improved service, and to implement flex time scheduling during the next six months when this is consistent with the needs of the institution to accomplish its purpose.

Assistant Vice President Small noted that flex time is really not an innovation for the University of Iowa and it would be more a formalization of existing practices at the university.

MOTION: Mr. Brownlee moved the board adopt the above policy statement regarding flex time and accept the institutional plans presented for implementation. Mrs. Belin seconded the motion.

Assistant Vice President Madden said Iowa State University had one reservation with respect to the flex time proposal having to do with the amount of reporting requirements for the university, if approved. He reported that Iowa State University has 8,000 employees and it would require a great deal of effort to determine who's working when. He
reported that a number of persons already have flexible schedules at Iowa State.

Regent Belin asked if the Board Office and the institutions might want to evaluate the flex time scheduling after an appropriate trial period.

Vice President Stansbury reported that the University of Northern Iowa, to some degree, has already been using flex time and has found it necessary to have that evaluation. He said flex time calls for continued evaluation.

President Petersen asked that it be understood that if flex time would be implemented at the five institutions under the board that continual evaluation occur. Mr. Richey said it would be a good idea, too, to have a look at this matter a year after implementation. He said this matter can be reported on by an interinstitutional committee in one year.

VOTE ON MOTION: The motion passed unanimously.

Flex time guidelines for each of the board's institutions are on file with the official minutes.

BANKING COMMITTEE REPORT. The board was presented an oral report of the Banking Committee by Regent Bailey. He said the committee revised some of the reporting formats of the institutions.

One of the items on the committee's agenda included proposed modification of an escrow agreement by Iowa State University and the Central National Bank of Des Moines but it was decided not to make any change.

Another matter discussed related to desirability for termination of Iowa State University's banking arrangements with the University Bank and Trust Company and potential transfer to another banking concern. He reported that there was really never any conflict of interest whatsoever in the first place with respect to this matter. He added that Vice President Hamilton has now sold his share of the stock. (This matter was also discussed at the May 19, 1977 Board of Regents meeting.)

Another item discussed at the committee meeting referred to legislative action on investment authority. He noted that the committee did not change its views with respect to same.

Regent Bailey solicited comments from board members with respect to the "friendly suit" the board is involved in relating to academic building bonds. He said that perhaps this should be handled by indemnity bond. He said the Banking Committee had no particular recommendations with respect to this suit.

RESOLUTION FOR TRANSFER AND SALE OF SECURITIES. The board was requested to approve the following:
RESOLUTION FOR TRANSFER AND SALE OF SECURITIES

On motion by _______________, seconded by _______________ and passed, a resolution was adopted authorizing any two (2) of the following-named individuals:

R. Wayne Richey, Executive Secretary
W. C. Caldwell, Budget Officer
Robert G. McMurray, Director of Facilities and Business Management

to transfer, convert, endorse, sell, assign, set over and deliver any and all shares of stock, bonds, including all issues of United States Treasury securities, debentures, notes and subscription warrants, stock purchase warrants, evidences of indebtedness, or other securities now or hereafter standing in the name of or owned by the State Board of Regents or any of the institutions under its control; and to make, execute and deliver any and all written instruments of assignment and transfer necessary or proper to effectuate the authority hereby conferred.

I hereby certify that the foregoing is a true and correct copy of a Resolution of the State Board of Regents of the State of Iowa, adopted at a meeting of said board, duly called and held on _______________, a quorum being present, and said Resolution remains of record in the minutes of said meeting, and it is now in full force and effect.

Dated this _____ day of ______________.

________________________________________
Executive Secretary, State Board of Regents

CERTIFICATE OF INCUMBENCY

I, Mary Louise Petersen, President of the Iowa State Board of Regents, hereby certify that R. Wayne Richey is Executive Secretary of said board, Robert G. McMurray is Director of Facilities and Business Management and W. C. Caldwell is Budget Officer of said board and they are the duly qualified officers authorized to execute transfers of stock pursuant to the above Resolution.

________________________________________
__________________                   ____________________
Date                                    President, State Board of Regents
WHEREAS, Iowa State Government has endeavored to establish progressive and innovative programs to provide more efficient service for its citizens and improved working conditions for its employees; and

WHEREAS, in this effort the State has experimented with flexible time, a concept which departs from the traditional five days per week and eight hours per day job schedule to provide employees with alternative work schedules; and,

WHEREAS, the Iowa Legislature expressed its interest in greater utilization of flex time for state employees by passing House File 64; and,

WHEREAS, House File 64 is a mandatory and arbitrary approach to the implementation of flexible time; it sets quotas whether achievable or not; it is not in all cases workable nor does it necessarily make the best use of the potential of employees; and,

WHEREAS, state government is no newcomer to this concept for several state agencies have already experimented with flex time and other agencies have initiated plans to adopt the use of flex time, and will implement them on an orderly and systematic basis; and,

WHEREAS, each state agency should review carefully flex time to determine how it can best be utilized;

NOW, THEREFORE, I, Robert D. Ray, Governor of the State of Iowa, do hereby require each state agency in the Executive Branch of Iowa government to submit to me by September 15, 1977, a plan outlining the use of flex time for the department and a schedule for the implementation of flex time for its employees. The plan shall include the number of employees to be offered flex time and
those who will be exempt; how the plan will benefit the agency's employees; a description of how flex time will achieve greater efficiencies for the agency as well as improved service to the public; any alternative suggestions for work arrangements in addition to flex time; and the specific time schedule for the implementation of an approved departmental flex time proposal.

An agency director, who, because of the size or nature of the business of the agency, believes that there might be valid reasons for not engaging in the use of flex time, shall submit an alternative report outlining those reasons and any alternative approaches as possible substitutes. Employees who are members of certified public bargaining units shall not be covered by flex time arrangements without the consent of their unions. Employees who are not subject to regularly scheduled work weeks throughout the year will be exempted from coverage as well as managerial and confidential employees.

Subsequent to the review of its submitted report, each agency, in consultation with the Merit Commission and the Comptroller's Office, shall proceed to implement its approved flex time schedule on an orderly basis within six months of September 15, 1977.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal of the State of Iowa to be affixed. Done at Des Moines this 13th day of July in the year of our Lord one thousand nine hundred seventy-seven.

[Signature]
GOVERNOR

Attest:

[Signature]
Secretary of State
GUIDELINES FOR THE IMPLEMENTATION
OF THE
FLEX TIME POLICY

A. Each Regents institution and the Board Office are requested to review the principle of flex time to determine how it can be best utilized within the institution and to submit plans for its implementation. These plans should indicate the number of employees to be offered flex time and of those who will be exempt, stating the reasons for the exemptions, a time table for its implementation and a description of how this will improve departmental efficiency and service and employee working conditions. Exemptions may include the following:

1. Managerial and confidential employees, or those not subject to regularly scheduled work weeks throughout the year.

2. Members of certified public bargaining units, when contractually required, unless flex time arrangements have the consent of their unions.

3. Organizational units which, because of the size of the unit or because of the nature of the business performed, find there are valid reasons for not granting employees the option of alternate work schedules, such as:
   a. Small units, where flex time would decrease the productivity of or service provided by the unit, or cause undue hardship for some employees;
   b. An employee in a unit who performs a specific function during a specific time which cannot be reasonably assumed by another employee;
   c. The demands of the work flow require scheduling work hours in specific patterns; or
   d. Units where services or functions are performed on a 24-hour basis, unless a cooperative arrangement can be established among employees with the consent of their supervisors to provide the same service or function throughout each 24-hour period.

B. Each institution will adhere to the following guidelines when implementing a flex time plan for its employees.

1. The first priority for each department is to accomplish its function. Utilization of flex time should neither decrease productivity of any department nor reduce the service it provides for the institution, for students, for patients and/or for the general public.

2. Flex time scheduling must not increase staffing costs. No additional funding will be provided to implement flex time arrangements.
3. For employees covered by overtime provisions, the normal standard for full time employment will remain 40 working hours per week, unless some other standard has been established prior to the implementation of flex time, in which case, the established standard will remain unchanged. It is suggested that the minimum number of working days per week allowed any full time employee be four (4) days, except when this requirement is fulfilled by sick leave, vacation, holidays, etc.

4. Flex time is a voluntary option for employees, when such an option is not inconsistent with the needs of the department to fulfill its purpose.

5. Adequate supervision must be provided for all employees below supervisory levels during their working hours.

C. When flex time scheduling is deemed feasible for an employee or group of employees, consideration should be given to the following suggestions, to ensure that implementation will be consistent with existing rules, regulations and the best interests of the institution.

1. Flex time may be defined as any type of alternative work schedule which departs from the traditional 8-hour, 5-day work week with time schedules assigned by management.

2. Employing departments retain the right to determine feasibility of offering flex time options to their employees. Documentation for nonfeasibility, however, may be required.

3. Flex time scheduling may make it possible for a department to offer extended hours of service. This possibility should be explored for feasibility and utility.

4. Work schedules should be determined in advance by the employee and his/her supervisor to cover a specific length of time, with changes in scheduling during that period allowable only for special circumstances. Rescheduling would then be made available at regular intervals. However, supervisors retain the authority to change schedules when it is necessary for the good of the department.

5. Employee preferences for specific work schedules should be decided on the basis of the following criteria, listed in order of priority:

a. The needs of the department to perform its function;

b. The relative importance of the function performed by the employee at a specific time;

c. In case of conflict, seniority in the department should be given consideration when deciding precedence.

d. Consideration should be given to alleviate any hardship for an employee through schedule changes, when this is feasible;

e. Conflicts in scheduling preferences will be resolved by the supervisor in accordance with the above criteria.
6. Since flex time is a voluntary option, requested by an employee to improve his/her working conditions, the wording of any rule or policy which could be interpreted to provide inequitable benefits for a flex time employee will be deemed waived by that employee. Specifically, this would include, but not be restricted to, the following:

a. The term "day" will be defined as 8 working hours, not the actual number or hours worked by the employee. All time will be prorated as necessary to compute the accrual or use of vacation, medically-related disability leave, holiday leave, etc.;

b. Overtime will be paid to flex time employees who are covered by overtime provisions only for hours in excess of 40 hours per week, not for regularly scheduled extended hours in excess of 8 hours per day;

c. Premium pay for shift differential will not be paid as a result of the flex time scheduling of any employee's work hours.

7. Each department will be responsible for seeing that records of time worked by each employee are maintained accurately.

8. Supervisors need not be present more than their normal number of working hours in any week in spite of the extended hours of employees. Supervision can be insured through other means, such as time sheet accountability, measurement of work production or the use of assistant supervisors.

9. Plans should be made for the changes flex time scheduling may make in communication within each departmental unit and in its relationship with others. This should include attention to the following areas:

a. Interfacing within the unit/department for meetings, work flow, and other communication;

b. Interfacing with other units, departments, shifts, with students, patients, and/or the general public;

c. Work schedules for maintenance and security should not be disrupted by flex time arrangements.

10. Each institution will be responsible for communicating to its employees the flex time policy, the institutional plan for its implementation and how this will affect employees. Employees should be encouraged to discuss these with their supervisors to ensure a thorough understanding of its implications. Information should include, but not be limited to, the following:

a. The reasons for utilizing flex time work schedules;

b. An explanation of which employees may be offered flex time options and which will be exempted;

c. The method of determining precedence for preferred hours;
d. The time table for implementation; and

e. Any other implications for or expectations of employees due to flex time scheduling.
UNIVERSITY OF IOWA
POLICY ON FLEXIBLE SCHEDULING
FOR EMPLOYEES

I. Policy

In order to better serve students and the public, to use its employees' services more efficiently and to improve their working conditions, the University of Iowa has traditionally pursued a departmentally administered policy of flexibility in scheduling. The Board of Regents policy on flex time represents a continuation of existing University policy and the University intends to encourage those departments not already engaged in flexible scheduling to make alternative schedules available to employees when such scheduling is consistent with the department's operation and mission.

II. History

The University of Iowa contains over 200 separate departments, each pursuing jointly their individual teaching, research and service missions. Because of the variety of these missions, the University has traditionally placed responsibility for scheduling at the departmental level, within the framework of common hours for administrative offices and with some units, such as University Hospitals and Transportation and Security, engaged in continuous operations. Many departments have found that there were advantages both to the department and to employees in permitting a degree of flexibility in individual scheduling. Faculty, for instance, have traditionally worked more than forty hours a week in teaching, preparation and research. Only classes are scheduled by departments, consistent with the needs of students taught. In research laboratories, the dictates of experiments and of the staff's creative energies have often resulted in other than an 8 to 5 routine. Some offices have found that by accommodating employee requests for an earlier or later starting time, they could also organize the work of the office more efficiently.

In preparation for this report, individual departments were surveyed on their current scheduling practices. Responses received so far indicate that more than 25% of the University staff outside the Hospitals already have some form of flexible scheduling available to them. This figure does not include faculty who also have flexible scheduling. Departments responding have also said that it would be relatively easy to make such options available to an additional 15-20% of the staff. Those departments who cannot are hampered by very small staffs or inflexible work demands.

Within the Hospitals less flexible scheduling patterns are necessary for many operations. Nevertheless a continuous operation creates its own scheduling options. For instance, food workers in
the Dietary Department can choose from among 7 different schedules. The Hospitals are also exploring the possibility of experimenting with alternative scheduling patterns such as four ten-hour days in order to see if such a pattern would increase productivity and improve employee morale.

III. Encouragement of additional scheduling flexibility

As noted above, University policy already permits flex time scheduling. However, the University intends to use the occasion of the Board of Regents adoption of a policy on "flex time" to encourage departments who could and have not already made alternative work schedules available to do so. As a first step in this effort, the survey referred to above has already been undertaken. Not all departments have responded in time for this report, but based on available results it appears that 1813 of 7013 staff and all 1574 faculty are already covered by some version of flexible scheduling. An additional 1162 staff were included in groups for which departments indicated a desire to pursue the question of alternative scheduling in the near future.

The University's next step will be to consult with those having major administrative responsibility, including all Deans and Vice Presidents, and with other appropriate groups including the Staff Council. This consultation is intended to seek advice as to the most effective method of achieving the goals of the Board policy and to inform those concerned of the details of that policy. Following this consultation individual departments will be informed in detail of the Board policy and guidelines, and advice on "flex time" will be available if requested.

Since there are already many departments who employ some version of "flex time", it is not necessary to establish a date on which the policy is to be instituted, but the University does intend to complete the process of consultation in early January with the issuance of a statement informing employees of the Board policy. Based on the reports already received from the departments, the request for a review of their scheduling patterns has led many to take a fresh look at the possibility of increasing service by modifying employee schedules. This is particularly true of administrative offices where advantages can be seen to scheduling additional hours when students are likely to seek services.

IV. Guidelines

The Board of Regents has provided a comprehensive set of guidelines for its policy on flex time which will be of considerable assistance to departments who have not previously instituted flexible scheduling. It is of particular concern to the University that the following principles be adhered to:
1) The use of flex time should not reduce departmental efficiency or individual productivity in any manner.

2) Flex time must not increase staffing costs.

3) Forty (40) hours per week should remain as the basic standard for full-time employment and 168 consecutive hours remain as the basic work week.

4) Effective supervision of employees must be provided at all times during scheduled working hours, though this may include supervision based on results rather than require the continued physical presence of the supervisor.

5) Any change in scheduling must not change the basic function of the job to be performed.

6) When an employee is a member of a team engaged in teaching, research or service activities, such as might be found in a laboratory, flex time must not interrupt or interfere with the functional effectiveness of the team.

7) Departments must develop a procedure for resolving scheduling disputes.

8) Exercise by an employee of the option of requesting an alternative schedule must not advantage the employee in relation to those who have not exercised such an option. In other words, flexible scheduling will not automatically entitle employees to premium pay, such as shift differential.

9) Scheduling decisions must remain the prerogative of the supervisor and the employing department.
IOWA STATE UNIVERSITY
FLEX-TIME SCHEDULING PLAN

Policy Statement
The University supports the principle of flex time for its employees, in order to provide for more efficient utilization of the abilities of its employees, better service to the public, and improved working conditions of employees. Each employing department is encouraged to accommodate the reasonable requests of employees for alternative work schedules when this is consistent with the needs of the department to accomplish its objectives.

History
The concept of flex time is not new to Iowa State. For a number of years the University has had areas operating on a flexible schedule. The areas include, but are not limited to, university faculty, graduate assistants on appointment, Information Services, Student Services, Physical Plant, Library, etc. The flexible scheduling has been used to achieve greater efficiency in utilization of staff, to provide improved service to the public and students and to provide flexibility to the staff member. The flexible schedule established for those under flex time is a function of the department and/or employees' specific responsibilities and activities. This is especially true of university faculty and graduate assistants. Although the standard university hours have been from 8 a.m. to 11:50 a.m. and 1 p.m. to 5 p.m., the University has allowed departments to schedule employees' time to accomplish the departmental mission in the most efficient, effective and equitable manner.

Eligible Employees
The University has 5969 employees as of September 1, 1977, in its employment. Approximately 41% of these employees are under some type of flexible scheduling. The University will continue to encourage departments to
use flex time or flexible scheduling and continue to be alert to possible areas where it can be further expanded.

**Guidelines for Flex Time Scheduling**

A. University departments will adhere to the following guidelines in considering flex time for their department:

1. The first priority for each department is to accomplish its mission. Utilization of flex time should neither decrease productivity of any department nor reduce the coordination of activities between departments, the service it provides for the institution, students, or the general public.

2. Flex time scheduling must not increase staffing costs. No additional funds will be provided to implement flex time arrangements.

3. Forty working hours per week will remain as the basic standard for full time employment, unless some other standard has been established with administrative approval, in which case the established standard will remain unchanged. It is suggested that the minimum number of days per week any full time employee may work will be four (4) days, except when this requirement is fulfilled by sick leave, vacations, holidays, etc.

4. Flex time is a voluntary option for employees, when such an option is not inconsistent with the needs of the department to fulfill its purpose.

5. Adequate supervision must be provided for all employees below supervisory levels during their working hours.

B. When flex time scheduling is deemed feasible for an employee or group of employees, consideration should be given to the following items, to ensure that implementation will be consistent with existing rules, regulations and the best interest of the institution.

1. Flex time may be defined as any type of alternative work schedule which departs from the traditional 8-hour, 5-day work week with time schedules assigned by management.
2. Employing departments retain the right to determine feasibility of offering flex time option to their employees.

3. Work schedules will be determined by employee and his/her supervisor. It is recommended that employees work on a fixed schedule for a specific length of time, three months, although schedules may vary depending on program needs of the department.

4. Employee preferences for specific work schedules should be decided on the basis of the following criteria, listed in order of priority:
   a. the needs of the department to perform its function;
   b. the relative importance of the function performed by the employee at a specific time;
   c. in case of conflict, seniority within the department should decide precedence;
   d. consideration should be given to alleviate any hardship for an employee through schedule changes, when this is feasible;
   e. conflicts in scheduling preferences will be resolved by the supervisor in accordance with the above criteria.

5. Since flex time is a voluntary option, requested by an employee to improve his/her working conditions, the wording of any rule or policy which could be interpreted to provide inequitable benefits for a flex time employee will be deemed waived by that employee. Specifically, this would include, but not be restricted to, the following:
   a. The term "day" will be defined as 8 working hours, not the actual number of hours worked by employee. All time will be prorated as necessary to compute the accrual or use of vacation, medically-related disability leave, holiday leave, etc.;
   b. Overtime will be paid to eligible flex time employees only for hours in excess of 40 hours per week, not for regularly scheduled extended hours in excess of 8 hours per day;
c. Premium pay for shift differential will not be paid as a result of the flex time scheduling of any employee's work hours.

6. Each department will be responsible for seeing that records of time worked by each employee are maintained accurately.

7. Supervisors need not be present more than 40 hours in any normal work week in spite of the extended hours of employees. Supervision can be insured through other means, such as time sheet accountability, measurement of work production or the use of assistant supervisors.

8. Plans should be made for the changes flex time scheduling may make in communication within the unit and in its relationship with others. This should include attention to the following areas:
   a. interfacing within the unit/department for meetings, work flow, and other communication;
   b. interfacing with other units, departments, shifts, with students, and the general public;
   c. flex time may make it possible for a unit/department to offer extended hours of service. This possibility should be explored for feasibility and utility;
   d. work schedules for maintenance and security should not be disrupted by flex time arrangements.

Timetable

The University will proceed to send out guidelines to its departments as soon as formal approval of the concept of flex-time is approved by the Board of Regents. Each department will be requested to review the areas that flex-time can best be utilized and using university guidelines implement flex-time scheduling within those areas. Department utilization studies and implementation will be completed within six months.

September 8, 1977
POLICY STATEMENT

The University of Northern Iowa within the intent of Executive Order 25 plans to continue already existing and to develop and implement new alternate work schedules where they are deemed feasible. All plans developed under this policy will contain provisions for protecting employee and employers rights and responsibilities. The general purposes of the alternative work schedules shall be: (1) to increase the availability of services; (2) to create expanded job opportunities; (3) to improve employee morale; (4) to increase employee motivation; and (5) to enhance the productivity of the work force. Each department is encouraged to accommodate the reasonable requests of employees for alternate work schedules when this is consistent with the needs of the department to accomplish its purpose.

RATIONALE

Public demand for increased accessibility to institutional services together with needs for increased productivity can be met to some extent by the use of alternative work schedules. The opportunity to offer scheduling alternatives would enable many departments with such needs to open early and close late. In addition, research has shown that alternatives to the standard "five-day week" can produce significant improvements in an individual's morale; and, that the employer can expect to gain benefits through reduced tardiness and absenteeism, as well as improved productivity. Alternative work schedules are responsive to the social, political, and economic environment which has produced a heavy influx of women into the work force. Such schedules help in serving the needs of the traditionally underemployed.

CURRENT USE OF FLEXTIME

Within the regular first shift hours of 8:00 - 5:00, persons working in most employee groups have the opportunity to work some flexible hours. Examples of this include the faculty who are all considered to be on a flexible schedule, the starting time of 7:30 A.M. and the variance of the lunch period which is from 30 to 60 minutes. More specifically, the current schedule arrangements call for the following:

<table>
<thead>
<tr>
<th>Employee's Group</th>
<th>Approximate # of Employees</th>
<th>Schedules</th>
<th>Estimated # on Flexible Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Faculty</td>
<td>600</td>
<td>Total flexible schedule</td>
<td>600</td>
</tr>
<tr>
<td>Clerical</td>
<td>265</td>
<td>Start time as early as 7:30 and the lunch period may vary from 30 to 60 minutes</td>
<td>125</td>
</tr>
<tr>
<td>Technical</td>
<td>33</td>
<td>Same as for clerical</td>
<td>13</td>
</tr>
<tr>
<td>Blue Collar</td>
<td>300</td>
<td>(A) Maintenance and crafts start at 7:30; 30 minute lunch; go home at 3:30 (B) Food Service scheduled around serving of food (C) 2nd shift custodians on a fixed schedule</td>
<td>175</td>
</tr>
<tr>
<td>Security</td>
<td>17</td>
<td>Not flexible due to 3-shift operation</td>
<td>0</td>
</tr>
<tr>
<td>Professional/Scientific</td>
<td>175</td>
<td>Normal hours are 8:00-5:00 with some arranged variance</td>
<td>25</td>
</tr>
</tbody>
</table>
PLANS FOR IMPLEMENTATION

A. Departmental Survey

The survey will be conducted to ascertain specific current working schedules, and the feasibility of implementing or expanding flextime. Along with this survey will be an "information packet" giving the department's resource data about the State's flextime program.

B. The experimental program will function under these guidelines:

1. Employees are required to work during the core time hours.
2. Employees are required to take a minimum of a 30 minute lunch break.
3. Employees are required to work a minimum of 40 hours per week. Overtime hours rules apply to hours worked over 40.
4. Employees are required to work a minimum of four (4) days per week. Flextime programs using 4 - 10 hour days will be scrutinized to assure that productivity does not decrease. All offices shall remain open and shall provide adequate services (8:00 A.M. - 5:00 P.M.) 5 days per week.
5. Flexible hours are available only if agreed to and developed with the appropriate departmental, collegiate (if applicable), and divisional approvals.
6. Employees who do not want to work a flextime schedule can not be required to work flextime schedules. Employees are entitled to work their regular hours.
7. Implementation of flextime shall not decrease productivity. All work units must be properly "covered" during regular office hours.
8. Flextime shall cause no increase in budget or staff. There shall be no additional funding to implement the flextime project.
9. There shall be no increase in fringe benefit costs, including health and life insurance costs.
10. Flextime is available only to those employees classified in the Merit System and Professional/Scientific employee group.
11. Once the working hours have been selected, they can not be changed for at least six months except to satisfy immediate needs (e.g., extenuating circumstance, busy season of work, etc.).
12. Proper supervision shall be maintained for all flextime employees.
13. When more employees want flextime schedules than there are flextime positions available and an amicable solution can not be reached, seniority by length of state service shall determine the schedules.
C. Flextime Schedule

<table>
<thead>
<tr>
<th>Flexible Band</th>
<th>Core Time Fixed Hours</th>
<th>Lunch Period</th>
<th>Core Time Fixed Hours</th>
<th>Flexible Band</th>
</tr>
</thead>
<tbody>
<tr>
<td>6:00 A.M.</td>
<td>8:00 A.M.</td>
<td>Noon</td>
<td>1:00 P.M.</td>
<td>3:00 P.M.</td>
</tr>
<tr>
<td>A.M.</td>
<td>A.M.</td>
<td></td>
<td>P.M.</td>
<td>P.M.</td>
</tr>
</tbody>
</table>

1) Must work during the core time (Those currently working the regular 8:00 - 5:00 first shift) Those with different shift schedules shall work out other arrangements with their supervisor to develop appropriate core time.

2) Must work 40 hours!

3) Lunch break must be at least 30 minutes, but no longer than 60 minutes!

4) Must work the same schedule each day and keep the schedule for the duration of the experimental program!

5) Can begin work between 6:00 A.M. and 8:00 A.M. and end work between 3:00 P.M. and 6:00 P.M.!

6) All work units must be able to provide adequate services.

D. Employees to Be Offered and Possible Exemptions

All non-teaching employees will be offered flextime if deemed feasible by their department and within the perimeters of the Executive Order No. 25. It is readily recognized that certain employees will not be able to accommodate the flextime concept. Situations such as:

1. Management and confidential employees
2. Members of collective bargaining units unless the union approves
3. Places where, because of the size of the unit and the nature of the service performed, it is not feasible.

It is estimated that the places where flexible hours would not be most workable would be in the one-person clerical office, the food servicing areas, the three shift operations and the second shift custodial areas. This would include approximately 150 employees. The departmental survey will provide the necessary information to be more definite in our plans.
E. Timetable for Implementation

9/15  Departmental Survey to go out
9/15 - 9/30  Review and analyze survey data
10/3 - 10/30  Study data and hold series of information sessions with departments
11/1 - 11/20  Finalize plans
12/1 - 12/16  Send out work schedules
1/1/78  Begin 5 month experimental program
4/15 - 4/30  Send out and have returned evaluation of experimental program
4/30 - 5/31  Develop new flextime schedules for months of June, July and August (if all goes well and program is acceptable)
6/1  Begin summer flextime program
9/1  Begin academic year flextime program
The Iowa Braille and Sight Saving School has traditionally taken pride in keeping abreast with modern concepts of attractive employee working conditions while striving to maintain and expand, wherever possible, service to its students and to the general public.

To this end, the Iowa Braille and Sight Saving School presents its response to the policies adopted by the State Board of Regents which are consistent with Governor Robert Ray's Executive Order #25 of July 13, 1977 for the development of flex-time scheduling of regular full-time Monday through Friday employees.

Several forms of flex-time type working schedules are already in effect at the Iowa Braille and Sight Saving School.

Due to the need to have and schedule Student Services dormitory staff to be on duty to accommodate the students, the work schedules of each full-time position cannot be changed. However, at the beginning of each 9-month school year, full-time and part-time dormitory staff members have, by seniority, traditionally been given a choice of two or more work schedules. Dormitory staff members work on a 9-month school year basis and often have varying work shifts during alternate weeks and often do not have regularly scheduled work weeks throughout the school year. The practice of giving as many of the dormitory staff members their choice of work schedules will continue.

Due to the need to have and schedule Licensed Practical Nurses to be on duty to staff the Health Center on a twenty-four hour basis during the 9-month school year to accommodate the medical needs of the students, the work schedule of each full-time position cannot be changed. However, at the beginning of each school year, the four (4) full-time Licensed Practical Nurse Health Center staff members have, by seniority, traditionally been given their choice of work schedules. This practice of giving the Licensed Practical Nurses their choice of work schedules will continue.

There are approximately twenty-seven (27) full-time, 12-month, year around employee positions at the Iowa Braille and Sight Saving School scheduled to work the traditional Monday through Friday work week. The school has, in the past, offered and may continue to make available for three (3) of its five (5) full-time day Custodians flexible work schedules of 6:00a.m. to 2:30p.m., 7:00a.m. to 3:30p.m., and 8:00a.m. to 4:30p.m. The school has, in the past, offered and may continue to make available for its one (1) full-time evening Custodian a flexible work schedule of 2:00p.m. to 11:00p.m., 2:30p.m. to 11:00p.m., 2:30p.m. to 11:30p.m., 3:00p.m. to 11:30p.m., 3:00p.m. to 12:00p.m., and 3:30p.m. to 12:00p.m. A Secretary I in the Office of the Superintendent will be given the opportunity to request a Monday through Friday flex-time work
schedule of 7:30 a.m. to 4:30 p.m., 8:00 a.m. to 4:30 p.m., and 8:00 a.m. to 5:00 p.m. Due to its small size and the daily need to work as a group, the Buildings and Grounds crew of four (4) positions must be scheduled to work at the same time and the availability of alterations of individual work schedules is not possible. Due to its small size, the daily need to work as a group, and the seasonal need to schedule continuous operation of the heating plant, the Utilities crew of six (6) positions must be scheduled to work and the availability of alterations of individual work schedules is not possible. The four (4) managerial positions, the one (1) Secretary IV confidential position, the three (3) Secretary II positions, and the one (1) Account Clerk position are required to keep the same work schedule in order to maintain the regular open office hours. The total number of available flex-time work schedules available for the twenty-seven (27) full-time 12-month, year around employee positions is five (5) positions.

Any flex-time schedule established between institutional management and the employees will be reviewed after three months of operation to inspect the quality and quantity of increased, decreased, or maintained service and alter the schedule accordingly.

This institutional plan may be submitted with a proposed schedule of implementation to be completed on or about March 15, 1978 during which time institutional management and the affected employees will meet to discuss the plan and attempt, wherever possible, to comply with the wishes of the employees.

This flex-time proposal for the Iowa Braille and Sight Saving School would allow five (5) of its twenty-seven (27) full-time, 12-month, year around employees and some of its 9-month school year dormitory staff and nursing staff some flexibility in selecting their own work hours and, at the same time, would allow for continued service without additional cost to the tax-payer.
IOWA SCHOOL FOR THE DEAF

Business & Finance
Area 712-366-0571

FLEX TIME SCHEDULING

The Iowa School for the Deaf has been utilizing the principle of flex time scheduling for their employees on an "informal" basis.

Each of our eight various departments schedule their hours to fulfill the needs of the school. Those departments operate on a twelve month basis, all on a modified type of flex scheduling during the three summer months.

ADMINISTRATIVE DEPARTMENT: 5 twelve month employees
2 nine month employees
2 exempt employees

During the three summer months our twelve month staff utilizes the compressed work week. It is our endeavor to carry this over into the entire year for all employees in this area.

INSTRUCTIONAL DEPARTMENT: 77 teachers
1 exempt employee
5 nine month employees

This department has a very definite core of teaching hours. The 8:00 a.m. - 3:40 p.m. classroom hours contain eight periods of which two are preparation periods. Teachers do have input on setting up their schedules, but not as far as determining their working hours. The core of hours, cannot be disrupted as we have transportation of students involved, as well as a minimum number of teaching days. Trying to compress the teachers work week would not be feasible in this area. However, since their classroom scheduling is flexible, we do feel that they are already adhering to the Governor's executive order as much as possible in their circumstance.

DORMITORY DEPARTMENT: 73 nine month employees
4 exempt employees

Again, we have definite hours that houseparents must be available i.e., hours that the children are not in the classroom, houseparents must be on hand to supervise. Inasmuch as a greater percentage of our houseparents are college students,
we do utilize flex scheduling to work around their classes and commitments an yet to meet the needs of the school and children. Scheduling is handled by each of the respective deans.

MEDICAL SERVICE: 6 nine month employees
1 exempt employee

PHYSICAL PLANT: 10 twelve month employees
1 exempt employee

We keep our Infirmary and Powerhouse open 24 hours per day to take care of emergencies as they may arise day or night, as well as on weekdays or weekends. The Infirmary is closed during the summer months and the powerhouse does revise their scheduling to work a Monday thru Friday week. However, these are two areas which we would like to consider flex scheduling during the nine month school year to enable our nurses and firemen to have Saturday and Sundays off, by using our part time and relief personnel on weekends, or the compressed work week.

FOOD SERVICE: 13 nine month employees
1 exempt employee

LAUNDRY SERVICE: 6 nine month employees
3 twelve month employees

CUSTODIAN SERVICE: 13 twelve month employees
1 exempt employee

During the summer months the applicable departments do utilize flex scheduling, however we do want to concentrate our efforts on the above departments as it is felt they would be the easiest to convert to flex scheduling for the twelve month period.

RECAP: 31 twelve month employees are on some type of flex scheduling during the summer months.
150 nine month employees are already on flex scheduling (equals 67%)
11 employees are exempt because of supervisory status
53 additional employees could be involved in flex scheduling, which would give us 90% participation.
We plan to start flex scheduling, for the additional employees involved, January 1, 1978.

Our first step will be to visit with each respective department to determine the needs and the workability of our plans. Inasmuch as we are a smaller institution, we do prefer personal conferences rather than the documented data.

Record keeping will be no problem, inasmuch as all our records are presently kept on an hourly basis.

Melvin H. Kuehnhold
Business Manager

Helen J. Christiansen
Flex Time Officer

cc: Dr. Giangreco, Supt.
In accordance with the policy of the Board of Regents to adopt improved methods of management which are consistent with those utilized in state employment, the Board Office has reviewed the principle of flex time scheduling for its employees to determine how it can best be utilized in that office, following the guidelines developed for implementing flex time scheduling. Due to the small size of the office staff, the interdependence of all positions and the unique functions performed by each employee, alternate work schedules are feasible only on a limited basis. It is also necessary for all employees to be available all five days of the normal work week. Therefore, all schedules will continue to consist of five 8-hour days with some alternative options for starting and leaving times. Within these parameters, flex time will be utilized in the following manner:

1. Prior to this time, modified work schedules were offered to the 12 professional staff members. Of these, three chose options which have varied starting hours, ranging from 7:00 to 8:30 a.m., with scheduled ending hours consistent with the 8-hour day and/or the demands of accomplishing the required work load. A fourth staff member works on a part time basis, with a schedule which was mutually agreed upon as being the best for both the employee and the requirements of the office.

2. Since it is possible for the minutes' secretary to work in an independent manner, within prescribed limits, alternative scheduling will be offered to the incumbent in this position.

3. It is necessary that the receptionist be present on a continuous basis during regular office hours, making flex time not feasible for this position.

4. There are four full time and one part time secretarial positions, each of which provides clerical support to one or more specific divisions in the office, as well as working cooperatively as a pool whenever demands of the work load require this. The full time secretaries will be offered options of alternative schedules, where this is compatible with the needs of the specific divisions, to be worked out cooperatively so that the requirements of the office as a whole can be met. The hours for the part time secretary have been scheduled to meet the needs of the division for which she works, as well as the requirements of the incumbent.

Alternate work scheduling has already provided several improvements for the board office, and it is expected that similar benefits will accrue when others utilize flex time. The longer hours during which staff members are in the office due to alternate schedules has made it possible for institutional personnel, other governmental agencies, legislative bodies and the general public to receive assistance and information beyond the traditional 8:00 a.m. to 4:30 p.m. office hours. Employee morale improves when provision is made for individual differences in preferences of working schedules. It has also been the experience of this office for many years that the regular use of part time positions has resulted in an economic savings.
Those changes in schedules which will be made due to new flex time scheduling are planned to be implemented October 1, 1977 for a trial period of three months. During December, a survey will be made to determine the desirability of changes in or retention of these schedules and to evaluate the program's benefit to the individuals participating in the program and to the office as a whole.
The Board Office reported that in June of 1966 the board adopted a resolution for transfer and sale of securities as part of its reorganization of business activities and delineation of board and institutional responsibilities in those activities. This resolution is primarily utilized by the University of Iowa in transfer and sale of securities as involve the John F. Murray Endowment Fund.

In November of 1966 this resolution was amended to add the name of R. Wayne Richey. In June of 1968 and June of 1972 the resolution was again amended to reflect staffing changes in the Board Office. The last amendment took place at the April 1974 board meeting to take into account the change in the president of the board.

The changes were needed for two reasons: the first involved a change in the title of Mr. McMurray to reflect the professional classification plan of the Board Office adopted last year, and the second was that the Merchants National Bank, which acts as investment advisor on the Murray Fund, has requested a new resolution.

Regent Bailey commented that as he reads the resolution it gives two or three named individuals the power to transfer all of the securities the board and the respective institutions have. He asked if the resolution needed to be that broad in interpretation. He recommended that the resolution be limited to the problem involved with Merchants National Bank and should not cover all securities that all the institutions offer. Mr. Richey then recommended that this matter be pulled from this month's docket for further study and suggested it come back after further staff work. Mr. Richey said the general areas of responsibility will be studied.

NOTICE OF MEETING OF ASSOCIATION OF GOVERNING BOARDS FOR COLLEGES AND UNIVERSITIES. The Board Office reported that the Association of Governing Boards for Colleges and Universities will be holding its 1977 National Trustee Workshop on October 3-4 in Denver. The topic of the workshop will be "Cost Effectiveness As An Institutional Goal." President Petersen noted that she and Regent Barber will be attending this meeting. She encouraged any other members interested in attending to contact Mrs. Mininger of the Board Office for travel arrangements. She said that if no additional members of the board wish to attend, Mr. Richey will also be attending the meeting.

President Petersen informed the board that the Association of Governing Boards for Colleges and Universities will meet in San Francisco, California in April.

SCHEDULE FOR LEGISLATIVE COMMITTEE VISITATIONS. The board was presented a list of the dates of meetings of the Legislative Visitation Committee on the respective institutional campuses:
Legislative Liaison Hawkins noted that these visitations include discussion by the Joint Subcommittee of Budgets for Education. He stressed the importance of board attendance at same. President Petersen encouraged board members to inform her of the meetings they can attend.

SCHEDULE OF STATE OFFICIALS' DAYS AT UNIVERSITIES. The board was presented the following list of the annual State Officials' Days for each of the universities:

<table>
<thead>
<tr>
<th>University</th>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>University of Iowa</td>
<td>September 24</td>
<td>9:30 a.m.</td>
</tr>
<tr>
<td>Iowa State University</td>
<td>October 1</td>
<td>9:00 a.m.</td>
</tr>
<tr>
<td>University of Northern Iowa</td>
<td>October 15</td>
<td>9:30 a.m.</td>
</tr>
</tbody>
</table>

President Petersen encouraged board members to attend these functions.

BOARD OFFICE PERSONNEL REGISTER. The board was requested to approve the following personnel transactions:

**Merit Increase**
Joan Huss, Secretary II part time, $4.24 to $4.44 per hour after annual merit evaluation, effective July 22, 1977.

**Resignation**
Judith K. Iseminger, Secretary II, $8,996 annually, effective August 26, 1977.

**Appointment**
Betty Ann Sands, Secretary II, $8,502 annually plus usual fringe benefits, effective August 22, 1977. Mrs. Sands is secretary for the Research and Information Section of the Board Office.

In absence of objections, President Petersen ratified the actions reported in the Board Office Personnel Register for the months of July and August, 1977.
President Petersen noted that the board had not completed all of the items on the general docket as yet but requested any additional general or miscellaneous items be raised now for discussion as the remainder of the scheduled docket items would be brought up after lunch.

LAW SUIT. Regent Bailey commented about the law suit the board is involved in, Sulberry vs. the State of Iowa, in that it appears that the plaintiff is not complaining about the dismissal but about the fact that open hearings were not held.

Assistant to President Mahon reported that under the University of Iowa faculty grievance procedures the faculty member with a grievance can request a hearing by an intrainstitutional committee of faculty members. This hearing is in the nature of an inquiry into all the facts and circumstances surrounding the plaintiff's grievance. It has always been viewed as an informal procedure. She said the decision to have a closed hearing was made over the objection of the faculty member but they decided to continue the hearing and let the matter be resolved by the courts. The committee's feeling was that the closed meeting was appropriate because of the advisory nature of the inquiry. She added that the entire hearing was being stenographically recorded so that if the board wished to have the full record, it could have it.

REVIEW OF CAPITAL IMPROVEMENT PROGRAM FOR 1978 LEGISLATIVE SESSION. The board was requested to take the following actions recommended by the Board Office:
1. Accept for review the institutional capital requests which, when a 7% inflation factor is added when appropriate, totals $29,600,000.

2. Review and give tentative final approval to the Board Office recommendation of the capital request of the board for 1978, which totals $12,570,000, and which defers $15,240,000 of institutional projects until the 1979 capital request, and which moves the capital request at the University of Iowa for a new computer from the capital side for consideration in the Special Needs portion of the operating request for 1978.

3. State that except for the projects in which direct appropriations is preferable or required (at Iowa School for the Deaf) the board requests use of academic revenue bonding authority so that its highest-priority capital needs can be taken care of as expeditiously as possible, if appropriations are not available.

The Board Office reported that the capital request made to the 1977 session was for the biennium 1977-79. The total request as revised was for $50,585,000. The legislative response was to fund through direct appropriations and academic revenue bonding authority the amount of $24,210,000 of this request. These amounts did not include the handicapped accessibility program which was funded at the requested level of $935,000.

Some $26,210,000 in projects requested by the board of the 1977 session remained unfunded at the end of the session. The institutions and the board agreed that the policy regarding the submission of a capital request to the Governor and legislature for 1978 would be as follows:

1. Only projects which appear on the board's 1977 asking would be eligible for resubmission and consideration for inclusion in the 1978 request.

2. Exception would be made for real emergency-type projects which have come about since that capital request was formulated.

3. The 1978 request would not include any utility-type projects, as the institutions received in excess of $15,000,000 for that purpose in academic revenue bonding from the 1977 session.

4. The 1978 request would not include any further funds for handicapped accessibility, as the next asking for that purpose would be to the 1979 session.

The Board Office reported that the institutions responded to the Board Office with their capital requests which, with two exceptions, involved resubmittal of all projects eligible for reconsideration because they were unfunded after the 1977 session. The two exceptions were: Old Veterinary Medicine Remodeling at Iowa State University and institutional costs associated with the Hudson Road Improvement at the University of Northern Iowa. There were no emergency-type projects submitted by the institutions.

The Board Office stated that the institutions submitted their projects in priority order and at the same dollar level as requested of the 1977 session. The Board Office applied a uniform 7% inflation factor to bring these projects up to 1978 costs. This 7% inflation factor was recommended to be viewed as tentative at this time. The total institutional request,
when an inflation factor was added to all projects except for that of the
Hudson Road Project, totalled $29,600,000.

The institutional requests, in summary, follow:

University of Iowa

The Board Office reported that the first priority of the University of Iowa
is to gain the equipment funds for the Lindquist Center for Measurement.
The asking for this purpose was 10% of the cost of the project, or $565,000.
It was noted that the receipt of extremely favorable bids on the Lindquist
Center in late August has meant that the university has about $150,000
freed up for other purposes within this project at this time. That amount
is in addition to the contingencies for the project, which are also intact
at this point. The Board Office reported that the university will need to
study how best to utilize those freed funds between now and the October
board meeting. The Board Office noted that one suggestion for use of a
portion of those funds would be to reduce the equipment request by $100,000,
making the request $465,000 to the 1978 session. If that were done, it
would be probable that there would be no need for a further change in that
request during the session.

Other University of Iowa projects included a request for planning funds
for replacement of Old Armory. The university requested planning funds
adequate to bring the project up to the point of bidding, which would be
5% of an overall project budget of $11,680,000. The project would construct
160,000 gross square feet. The university also had four remodeling-type
projects on its list involving Macbride Hall, Chemistry/Botany Building
and Eastlawn.

The final project on the University of Iowa's list was a replacement
through a lease/purchase arrangement of the teaching and research main
frame computer. The approach made to the 1977 session was that capital
would provide funds for the first year lease of a new computer and that
lease costs would be incorporated in the university operating base in
future years.

Iowa State University

The Board Office reported that the university requested as its first
priority construction funds for a new Music Building. The board was
reminded that this project will be ready to bid early in 1978, in that
the design development is complete on the project, funded through an
appropriation made by the 1976 legislature. The Music Building would be
approximately 55,000 gross square feet and would include all phases of the
Music Department in a single structure.

The second project on the Iowa State University list was to remodel all
the space in the Quadrangle, which was vacated by the College of Veteri-
nary Medicine during the summer of 1976. This involves about 109,923
gross square feet. The space would be used to house the College of
Education and the Department of Psychology. The College of Veterinary
Medicine vacated about 170,000 gross square feet of space when it moved
to its new facilities south of the campus. The original request was to
remodel 85,000 gross square feet in Phase I and 85,000 gross square feet
in Phase II.
The board was reminded that architects for the Quadrangle project indicated at the July meeting that a much more feasible method of remodeling would be complete remodeling of the Quadrangle space as one portion of the project. The second portion of the project would be remodeling the so-called Veterinary Clinic space, which involves the remaining 60,925 gross square feet. The Quadrangle remodeling portion of this project could also be ready to go to bid in March or April of 1978, as design development is virtually complete and plans and specifications for bidding can be developed between now and spring.

The third project on the Iowa State University request was for planning funds for additions to the university library. There were two parts to this planning request. The first part was for a first-phase addition which would appropriate enough funds to plan the addition up to bidding. The second portion would provide enough funds to develop schematics for future additions to the library.

The rest of the Iowa State University request consisted of:
1. The movable equipment for the Music Building.
2. Remodeling projects in Beardshear Hall and Curtiss Hall.
3. The construction funds for the first phase addition to the library.
4. The remodeling of the Veterinary Clinic space.

University of Northern Iowa

The Board Office reported that the University of Northern Iowa's request consisted of two projects. The first was the construction of the final phase of the Speech/Art Complex to house art. The second project was a reduction from the $250,000 originally requested to $170,000 of institutional costs associated with the Hudson Road Improvement. On an agreement with the Department of Transportation, the state of Iowa would pay for the construction costs of a new pedestrian/bicycle overpass and underpass totaling a maximum obligation of $166,000. Design costs and construction supervision would be borne by the Department of Transportation. The additional $4,000 would go to the University of Northern Iowa to pay for lowering of utilities which is necessary to accommodate the widening of the roadway.

Iowa School for the Deaf

The single project presented the board by the Iowa School for the Deaf was a request for an addition to the Vocational Building. The major need for this addition is to expand the offerings in the area of auto mechanics.

Iowa Braille and Sight Saving School

The Board Office reported that the board asked for $430,000 for remodeling and renovation on the campus as pointed out in the campus master plan. The legislative response was to fund $240,000 of the request. The school requested reinstatement of the full amount which, when inflated, amounts to $205,000.
The Board Office recommendation concerning the institutional capital requests follows:

A recommendation was formulated totalling $12,570,000 by the Board Office. This deferred some $15.2 million in institutional-requested projects to the 1979 capital request. The basic determinant in the Board Office recommendation was whether a project clearly needed to be funded in full in this coming session. A number of projects were deferred until 1979 utilizing that line of reasoning. Those projects included:

1. **Music Building Equipment at Iowa State University.** The Board Office reported that if construction funds are appropriated, as recommended, in 1978, it is doubtful that the building will be occupied much before fall, 1980. Equipment orders could still be placed well in advance of occupancy if funds were provided by the 1979 session.

2. **Construction of Phase I of the Library Addition at Iowa State University.** The Board Office stated that this project has about an 18-month planning cycle. If planning funds would be appropriated by the 1978 session, then the construction asking would be more appropriate in the 1979 session.

3. **Renovation of Old Veterinary Clinic area for use by Industrial Education and Environmental Safety at Iowa State University.** The Board Office noted that there are a number of questions regarding the wisdom or feasibility of total remodeling of the Veterinary Clinic area. The university needs to analyze that situation during the coming year and make a determination of whether or not new space is the better solution to the problem of the space need in Industrial Education.

4. **Construction Funds for the Speech/Art Complex at the University of Northern Iowa.** This project has about a year's planning prior to needing construction funds, according to the Board Office. If the 1978 session provided those planning funds, construction funds would be requested in 1979.

5. **Iowa Braille and Sight Saving School Request.** The Board Office did not include any funds in its recommendation for the Iowa Braille and Sight Saving School. The basic reason for that was that the school currently has some $240,000 available and that it will take the better part of a year for the school to properly utilize those funds. Further, the new superintendent will be better able to assess the future needs of the school in the capital area at the time the 1979 request is formulated.

The Board Office also recommended deferral of the Eastlawn Remodeling project at the University of Iowa until 1979. The university does not have any set plans for uses of this building and the Board Office recommended substantial remodeling funds for the University of Iowa to undertake more urgently-needed projects.

The Board Office noted that its recommendation also moved the replacement of the University of Iowa computer from the capital request to consideration in the special needs category of the operating request. A lease/purchase arrangement is more properly suited to use of operating funds.
and the university probably has as good or better opportunity to receive the funds from operating appropriations in the 1978 session than it does from capital funds.

The Board Office recommended capital request of the board for 1978 was pretty much self-explanatory except as it related to requests for planning funds for three different projects. Architectural efforts go through five stages. The first stage is called the schematic design phase. This phase ends with development of a rough sketch of the project after several alternatives have been considered with a statement of probable construction cost of each of these alternatives.

The second phase is called the design development phase. During this phase, a plan is developed in final form and a rather firm cost estimate is detailed. The third phase is the development of construction documents for bidding. The fourth phase is the bidding process and the final phase is the construction phase and includes those services provided by the architect to the conclusion of the project.

The total compensation due under the normal architectural agreement has this language:

During the course of the project, payments to the architect shall not exceed the following percentages of the total compensation due under the agreement:

<table>
<thead>
<tr>
<th>Phase</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Schematic Design Phase</td>
<td>15%</td>
</tr>
<tr>
<td>Design Development Phase</td>
<td>35%</td>
</tr>
<tr>
<td>Construction Documents Phase</td>
<td>75%</td>
</tr>
<tr>
<td>Bidding or Negotiation Phase</td>
<td>80%</td>
</tr>
<tr>
<td>Construction Phase</td>
<td>100%</td>
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</tbody>
</table>

The Board Office recommendation included planning funds for:

a. Library Additions at Iowa State University. The Board Office recommended the providing of funds to enable plans to be developed for the first addition to the bidding stage, or the cost would be 80% of 5% of the estimated Phase I construction cost of $6,455,000, which equals $255,000 for planning. The Board Office would also provide another $110,000 to enable plans for a future addition to go through the design development phase, which is based upon 35% of 5% of the estimated Phase II costs of $6,420,000.
b. **University of Iowa - Replacement of Old Armory.** The Board Office recommended planning funds necessary to allow the plans to go through the design development phase, which would cost $200,000. The Board Office expressed doubts that the legislature would be willing to provide planning funds which would allow bid documents to be developed. This is almost a $12,000,000 project and the legislature is wary of giving the appearance of making a commitment to a project of that scope. However, if funds were made available to develop plans through the design development phase, the Board Office would be able to make a determination on the type of project involved in some specific manner and could also make a determination of how best to go about seeking those funds. For example, this project might be phased.

c. **Speech/Art Complex - University of Northern Iowa.** The Board Office recommended the seeking of funds for this project to enable plans to be developed to the bid stage which would be 80% of 5% of the estimated total construction costs of $5,180,000 or $170,000 for planning.

The Board Office showed its recommendations relative to priorities and indicated which projects should be considered only for direct appropriations and which ones could receive either direct appropriations or academic revenue bonding authority. Because of administrative costs involved in a bond issue, generally the board does not sell bonds for less than $1 million. The Lindquist equipment monies could come from bonding, if the university received additional bonding authority within the projects requested of the 1978 session. The Board Office felt that University of Northern Iowa monies should come from direct appropriations while those of Iowa School for the Deaf have to come from direct appropriations.

The Board Office stated that were the legislature to approve the total capital request recommended by the Board Office of $12,570,000, its overall response in the 67th General Assembly would be capital appropriations and bonding authority totaling about $37 million.

In discussion, Mr. Richey said that the Board Office had valid reasons for recommending that the board reduce its request for the second year of the biennium. He said that the state's fiscal condition is going to be such that there will be a very close look at all items coming to the
Governor and the legislature. He said that since the board didn't get funding for some of its projects on the $50,000 list that the schedule for planning is different. Therefore, some of the projects can be shifted back to the subsequent biennium without any real loss in terms of the timetable of the board. For example, Mr. Richey noted that it became clear during the legislative session that there was no inclination whatever to take any action on the Old Armory project at the University of Iowa that would be viewed as a commitment to construct the entire $13 million facility. Consequently, the Board Office recommended that the board request limited planning funds that will identify in broad outline the building program so that the board could present the legislature with a concrete proposal, well documented, at a later date. Mr. Richey said the legislature would hopefully approve further planning and provide, then, a commitment to fund the construction of the facility.

Mr. Richey commented that the board has to take a stronger position than usual with respect to alternative financing from bonding. Last session, the board specifically requested bonding authority to finance utilities and direct appropriations were requested for all other projects with the understanding that if direct appropriations were not available, the board would like to have bonding authority. Mr. Richey commented that for this legislative session's request, the board should indicate rather strongly that it wants either appropriations or bonding authority for the projects on the list. Mr. Richey noted that the board was aware of the fact that it had problems getting bonding authority last session for utilities but it had even more severe problems with respect to getting direct appropriations for capital projects.

President Petersen commented regarding the history of bonding and said it hasn't been limited to utilities. She reported, in fact, that the initial use of bonding on all three campuses was for academic buildings that were badly needed and could not be financed by direct appropriations.

Regent Shaw said he certainly would allow for maintaining flexibility. There is a good deal to be said as a practical matter using bonding largely for utility matters. First of all, that means you do not use bonding power so excessively that you can't get a new boiler, regardless of the need for instance. He noted that when the board goes outside the utility area for recommended bonding, that activity is given very serious scrutiny by the state.

President Petersen said there is no question but that in comparing direct appropriations versus bonding, that the board gets more for its money with direct appropriations than bonding because of the absence of having to pay interest. On the other hand, if it becomes apparent that the board can not get direct appropriations, "more than dollars and cents enters into the decision." She said that if badly needed academic buildings can not be financed any other way, her preference would be to go the bonding route rather than to not have the buildings at all.

Regent Shaw commented that the board raises money at 4.9%. He said there isn't any taxpayer in the state that could raise money on that basis. An alternative to bonding would be to raise money from the taxpayer's pocket. Regent Shaw said that under Iowa's constitution, the state doesn't go into debt. He noted that bonding is not called debt.
Regent Bailey said he questioned the desirability of eliminating some of the board's initial requests of the biennium. He said he was not sure it would be good psychology to drop back from the board's original askings. If they were valid a year ago, then they ought to be all the more valid this year. He added he would hate to give the legislature any impression whatever that the board was previously asking for more than it expected. Regent Bailey said he could see the validity of Mr. Richey's recommendations with respect to planning, construction, etc., but noted that the legislature may not realize that without detailed explanations regarding same.

President Petersen recommended the board place all of the planning requests in one category. She said she felt that if planning funds were requested for projects instead of the entire project costs, perhaps the legislature would be more ready to appropriate funds. Mr. Richey responded by saying the legislature most likely would not want to operate in the way suggested by President Petersen in that he understands it prefers to discuss entire projects. He said he didn't feel the board should talk about "planning" in and of itself as the legislature would probably just discount those requests. President Parks concurred with Mr. Richey.

President Parks reported that in terms of Iowa State University's future, nothing could be more important than increasing the size of its library as soon as possible. By lumping that request with some other things, the effect of weakening that case could be possible. He said he feels that library request should be in a category by itself in terms of the university's future.

Regent Slife noted that the Board Office asked for planning money in each case where major building projects were deleted from the second year of the biennium's request. He noted that the only project completely out was the campus remodeling and renovations request at the Iowa Braille and Sight Saving School. Mr. Richey said that half of that project was funded the first year of the biennium.

Regent Shaw said there are a couple levels of planning involved here. One is planning within the university up to a point of a decision that a particular facility ought to be built and what that facility should be. He referred to that planning money as "operating planning money." The other type of planning money refers to money which probably should be provided at appointed times because you don't need all the money for bricks and mortar, for instance.

Regent Shaw said he has reservations about calling the Old Armory project on the University of Iowa's campus the highest priority on that campus. President Boyd reported that some of the universities' facilities are fire traps. He said the university has no way it can justify keeping students in the Old Armory Building because of that element. He admitted that the Law School at the university is probably the most poorly housed professional school in any of the Regents' institutions but it, however, does not improve the quality of space in the Old Armory. Regent Shaw agreed with President Boyd but questioned whether the board, at this point in time, should increase the amount of space in the Old Armory from 60,000 gross square feet to 150,000 to 160,000 gross square feet.
Mr. Richey commented with respect to the board's Ten-Year Building Program by saying the Board Office did ask the institutions to hold down its proposed requests well under $200 million because it was felt that would be vital to legislative considerations. The institutions responded very admirably and in the case of the University of Iowa's Law School, left out the dollar amount required but footnoted that it was a consideration and would be considered within the next ten years and would be handled in that way. Mr. Richey reported that the board had tremendous success in the legislature in getting the Ten-Year Building Program approved without any serious controversies. Mr. Richey said he did point out to the legislative committee, however, that some of the institutional needs were not on the Ten-Year Building Program list.

President Parks commended the Board of Regents in that it has almost always respected the arrangement of priorities which are set by the institutions internally. He noted that it is an extraordinarily difficult job to put needs in priority order.

President Boyd suggested that each of the institutional requests has to be examined in terms of what the legislature will or will not do. He said the present Law School is a classic example of a very inadequate appropriation at the time it was built. He stressed that expansion must be considered when buildings are built.

President Parks commented that the current library at Iowa State University has been an example of inadequate appropriations and poor planning in that every time an addition has been added, it has been too small since the day it was opened. He disagreed with Regent Shaw's earlier comment by saying he wished bigger projects could be "sold" to the legislature instead of breaking them up into smaller parts.

Regent Slife commented that the board has to rely on the institutional priorities on each campus because it would be impossible to involve itself in such matters. He reported that the board's job is to draw the line on the total appropriation, establish the priorities in an interinstitutional priority order, etc. Regent Belin agreed with Regent Slife's comments.

Regent Belin asked if the board pares down its requests when it realizes that state revenues are lower and there is a tremendous demand for state funds or whether it submits the same amount. She said she was concerned with legislators feeling that sometimes the Regents' request may be inflated because of adequate state revenues, for example. In response, Mr. Richey said that the Board of Regents, over the last several years, has gained a reputation for taking a hard look at the requests made to it by its institutions and pares them down accordingly. He said a proper understanding with legislators is imperative in that they must know the amount of funds deleted from the board's request to appreciate how they have been deleted.

President Petersen said there is no question but that the board has a responsibility to articulate the needs of the institutions separate from what its knowledge of what the state resources are. She added that it is
also the board's responsibility to use the best strategy possible to obtain as much funding as possible from the legislature. She said the board has the responsibility to secure the level of funding to the greatest amount possible to carry forward the missions of the institutions. The strategy for obtaining those funds may vary from time to time. President Petersen noted that the board will be spending time in the next biennium looking at the board's responsibility in terms of articulation of needs and the best strategy at that time to gain support for its programs or capital needs.

Mr. McMurray reported that at the July board meeting preliminary plans were presented on the remodeling of space called the Veterinary Quadrangle. There is some 69,000 square feet of space across the street which was the Veterinary Clinic Space which the board last year put together a two-part request to remodel all of that space. The total amount of space involved is 170,000 gross square feet. The request put together last year remodeled one-half of that space and the second phase of the request was the additional 83,000 square feet. Mr. McMurray said the architects made the recommendation to the board that a better way to proceed would be to totally remodel the Quadrangle space which amounts to 110,000 square feet and leave a decision as to whether or not to remodel space vacated in the clinic area until a later time. The request made by Iowa State University to the board would remodel the clinic space in addition to the Quadrangle space. The Board Office recommended deferral of the second phase of space vacated by Veterinary Medicine for one year until it is determined whether that space should actually be remodeled. He said the matter of whether new space would be more worthy of funds than remodeling of old space will be considered.

Vice President Moore reported that the decision to remodel the Quadrangle rather than build a new building was made two years ago. He noted, however, that the university can review that decision again to make sure that was a correct decision. He noted that half the dollars would be spent for remodeling over rebuilding but noted that for half the dollars the university would, at the same time, be getting only half the quality.

Regent Bailey asked where remodeling of the Quadrangle would place the board with respect to the average of 100 year life expectancy of buildings. It was noted that the Quadrangle was built in 1926 and 1937. Vice President Moore commented that it may be that the proposed remodeling would be the second time of remodeling of the Quadrangle.

Mr. Richey said that if at all possible the board needs to get as much of the $12 million as possible. Mr. Richey commented that the second year of the biennium is a tight year in terms of general funds. He said the board has $40 million outstanding in bonds consisting of $25 million outstanding from past issues and $15 million worth of bonds sold since. In terms of tuition replacement appropriations, that tends to preempt capital appropriations for new projects. Mr. Richey said it seems to him that the board is almost locked in to bond financing for the next few years for capital. In response to a question from Regent Belin, Mr. Richey reported that the board was asking for $25 million to $30 million in planning funds at this stage. He explained that amounted to $15 million plus money for
Old Armory which would amount to $10 million to $15 million. He added that it may be found that Old Armory can be phased in terms of program needs of the institutions.

Legislative Liaison Hawkins, University of Iowa, reported that he has always taken the position that it's dangerous for the board to try to get its capital program requests based on what it thinks the legislature will grant. He reported that the board gets monthly reports from the State Comptroller's Office on the amount of state revenue. The level of revenue is running 10.8% above the level of last year this time. The projections now run around 7.6%. One percent is somewhere in the neighborhood of $15 million a year.

Mr. Hawkins admitted it was a hard issue as to whether the board should ask for $12 million in capital or $29 million for same.

Mr. Richey commented that if the legislature asked the board, with respect to planning funds, if funds for construction could be deferred without delaying completion of the project and it says "yes" the question will be before the board as to why it asked for the entire amount in the first place. Mr. Richey said when the board talks about two-year cycles the board could respond to the legislature that a matter could be deferred, but the legislature must remember that the board's making a biennial request. The cash flow will be the same, whether authorized immediately or deferred until the second year of the biennium.

Vice President Jennings noted that the General Assembly has indicated that planning funds for projects do not commit the legislature to back the project up with construction funds. He added that he had no objection to attempt to obtain $200,000 to proceed with the planning funds for replacement of the Old Armory with the understanding that more detailed engineering drawing funds be requested at a later date. Vice President Jennings reported that with the exception of the university's request for movable equipment for Lindquist, all the university's requests involved remodeling of obsolete facilities. No projects were otherwise requested to grant the institution additional space or additional facilities.

Vice President Jennings stressed the importance of Macbride Hall to the university. He said the only project that would "advance" the university is the Eastlawn Remodeling project. He said the Eastlawn Building is not occupied at present because of safety factors. The university's request would add some footage but the Board Office did not recommend the request for board approval.
Vice President Jennings stated that the university could, possibly, reduce by $100,000 its request for movable equipment for the Lindquist Center. He said that there is currently a surplus of $123,000 on the Lindquist Center's budget. That surplus is contingency money. Vice President Jennings said the Lindquist Center's budget is very tightly controlled and there are, however, additional activities not put in the budget. He cited an example of loading docks. Site development is not in the current Lindquist budget, either. He stressed that he would hate to see the equipment budget lessened, however, with the anticipation that the current budget allows the university to totally finish off this building. As a matter of fact, Vice President Jennings said there is a good deal of discussion at the university that the surplus could be used to buy more equipment for the Lindquist Center.

President Petersen noted that staff work concerning the Lindquist Center funds would continue so the board would have some real basis to make a decision as to that funding situation.

Vice President Jennings reported that the teaching and research main frame computer was placed on the capital request of the university but said it should have been placed in the university's operating requests. He said it is an operating problem and that way the university won't have to keep coming back for $5 million to $6 million every four to five years under the capital request. Mr. Richey and Vice President Jennings agreed that this request was improperly placed in the university's capital request list.

Legislative Liaison Voldseth, University of Northern Iowa, reported that the board might be well advised, as it makes its requests to the legislature for planning funds, to supplement that request with a statement to the effect that while the board hopes funds can be appropriated for construction in the following year, it realizes that may not be possible.

In response to Vice President Voldseth, Mr. Richey noted that this matter has been discussed in great depth with legislative ad hoc committees. There has been a lot of concern on the legislature's part that when it makes a planning appropriation in good faith that construction funds need to be granted the second year of the biennium but it wants to have more flexibility in that regard.

Mr. Richey noted that the board must be very careful in terms of use of the word "commitment" with the legislature. He said too much stress for a commitment "could kill the capital planning appropriations." President Petersen said the legislature should take into consideration the fact that with inflation rising as rapidly as it has been, however, construction of a project after the planning should follow soon afterwards to save money. She noted that projects aren't requested of the legislature unless they are badly needed.

Regent Wenstrand asked if the phasing of projects presented a loss of efficiency in that way of funding. He made specific reference to the Iowa State library situation. Vice President Moore responded by saying the reason for phasing is usually for something other than construction efficiency. He cited two instances at Iowa State University where phasing has occurred: the Veterinary Medicine Building project and the Quadrangle Remodeling project. He said the main purpose for phasing is for the
strategy of financing. Vice President Moore noted that in the long run, if alternatives are to phase a project or not get it at all, the phasing is much preferred although there are disadvantages involved.

Mr. McMurray reported that in the Iowa State University library project there has been an attempt to minimize the inefficiency problem in that there was a request before the board to take the plans through the design development stage in the second phase so when the university has the plans completed on the first phase, they will know exactly where they should be heading in the second phase.

Vice President Moore commented with respect to the Music Building construction for Iowa State University. He said planning funds of $175,000 were appropriated in 1976. He reported that on May 19 of this year the schematic plans were presented the board by the architect. The architect's contract carried the plans only through the schematic stage with a total cost of $100,000. Not all of that money was used. He said that the university feels that it can propose a contract to continue with the design development and working drawings. The total cost of getting the working drawings will exceed the $175,000 that was appropriated. The $175,000 was only 80% of the total architectural fees involved. The university has the choice in front of it of either stopping the project or going ahead by phasing. The university is choosing to present a request to the board next month for the additional funds with the understanding that it would cost in excess of $200,000 for the design development and working drawings with a clause that the architect would stop at any point that the board instructed him to stop. The university's feelings are to have the architect continue with plans for the building until such time as the planning funds are used. Vice President Moore solicited opinions of the members of the board.

President Petersen asked how long it will be before the Music Building project can be ready to bid. Vice President Moore responded it could be ready in April of 1978.

Mr. Richey said he understood that the $175,000 for the Music Building was to carry this through the bidding stage. He asked if Vice President Moore was now saying otherwise. He said he saw no problem in doing what Vice President Moore suggested as long as the extra $25,000 was obtainable locally to complete the project.

Mr. McMurray noted that the board was probably referring to $10,000 to $11,000 to carry the Music Building through the bidding process instead of an additional $25,000. Vice President Moore expressed disagreement by saying that the university architect has estimated that it will take an additional $60,000 to bring the Music Building plans to completion and approximately $25,000 more will be needed to carry it to the bidding stage.
Vice President Moore pointed out that the original project budget for
the Music Building included: 1) a $175,000 planning appropriation made
in 1976, 2) $325,000 for equipment, and 3) $3,385,000 for construction.
He noted that those figures are last year's uninflated figures and
would probably not be covered with sufficient funds by the time the
project goes to bid. The architect in May pointed out the construction
budget was short by about $253,000.

President Petersen said she recalled the board informing the university
to absorb the $253,000 cost overrun and to leave the scope of the project
where it was originally. She quoted a portion of the board's May 1977
minutes which stated:

President Petersen noted that the board has standing
before the legislature its request for money for the
construction of this building by bonding or direct
appropriation. She said the board may or may not get
that funding request. She said if the board does get
that funding, it needs to be aware of the fact that
it has made a commitment on the level of that project.
She stressed that the board realize that we are in a
period of inflation and added that the board can't go
back to the legislature and ask for additional funds on
this. She said the board has to have some kind of
commitment either of some other source if there is a
cost overrun or a commitment to reduce to the kinds of
details referred to earlier. President Parks said the
university is behind the appropriation request 100%
and noted that the possible cost overrun will have to
be handled from university monies.

Vice President Moore commented that the university's cost overrun
estimate as of now appears to be close to what it will be. He noted,
however, that he hadn't calculated the overrun. He requested an
opportunity to adjust the figure more closely and see if the amount
for construction, when inflated as in the Board Office recommendation
to $3,620,000, provides adequate funding.

Vice President Moore asked President Petersen if the board approved of
the recommended action he proposed with respect to having the architect
continue with plans for the Music Building until such time as the board
indicates he should stop. President Petersen said there needs to be
some communication and staff work done on this matter. She assumed that
communication would occur prior to the next board meeting. Mr. Richey
said the method of financing would be determined by the board next month.
In absence of objections, President Petersen accepted for review the institutional capital requests which, when a 7% inflation factor was added when appropriate, totalled $29,600,000; and gave tentative final approval to the Board Office recommendation of the capital request of the board for 1978, which totals $12,570,000, and which defers $15,240,000 of institutional projects until the 1979 capital request and which moves the capital request at the University of Iowa for a new computer from the capital side for consideration in the special needs portion of the operating request for 1978. Action pertaining to the third Board Office recommendation concerning academic revenue bonding authority was deferred until next month.

President Petersen asked board members and institutional executives if there were additional general docket items to be discussed.

CONTRACT WITH BOND CONSULTANT. Mr. Richey commented with respect to a proposal made by Paul D. Speer, Bond Consultant from Chicago, regarding his contract with the board which was amended several years ago. His remuneration was substantially reduced at that time. A specific proposal for a change in the contract was presented Mr. Richey in August. In earlier years the board appointed a committee consisting of Regent Shaw and former Regent Stanley Redeker to study this matter along with the Board Office and Mr. Speer. Mr. Richey again recommended that the board appoint an ad hoc committee to work out some negotiations with the Board Office and Mr. Speer. He said last time the ad hoc committee utilized the services of persons who had contacts with others in industry. Mr. Richey said he has contacted Mr. Redeker to see if he would be willing to again serve on such a committee but he is currently on vacation for four weeks.

President Petersen recommended Regents Barber, Brownlee and Shaw serve on an ad hoc committee to work in conjunction with Mr. Richey, Mr. Speer, and the Board Office to reconsider Mr. Speer's remuneration in order to continue to have the kind of service he provides.

President Petersen noted that this matter could probably be handled by telephone with the possible exception of a meeting with Mr. Speer which might be tied in coincident with the next Board of Regents meeting.
MOTION:

Mr. Harris moved the board appoint an ad hoc committee for the purpose of discussing Bond Consultant Paul D. Speer’s remuneration consisting of the following members:

Regent Shaw, Regent Barber, Regent Brownlee to work with Mr. Richey, Board Office staff, and Mr. Speer. Mrs. Belin seconded the motion and it passed unanimously.

NEXT MEETINGS.

October 20-21 University of Northern Iowa Cedar Falls
November 18 Iowa School for the Deaf Council Bluffs
December 15-16 Iowa State University Ames
January 19-20, 1978 University of Iowa Iowa City
February 16-17 Iowa State University Ames
March 16-17 University of Northern Iowa Des Moines
April 20-21 Iowa Braille and Sight Saving School Cedar Falls
May 18-19 University of Iowa Vinton
June 15-16 Iowa State University Iowa City
July 20-21 University of Northern Iowa Ames

Discussion regarding the board meeting dates resulted in board concurrence to try to keep board meetings to as brief a time frame as possible, with the understanding that appropriate amounts of time should be provided for all necessary items. President Petersen noted that indications appeared to lean toward the possibility of a one day board meeting in November and therefore the board decided to meet only Friday, November 18th rather than the previously scheduled November 17-18 dates. President Petersen encouraged board members to arrive in Council Bluffs Thursday evening for the meeting.

It was debated as to whether the dates of December 14-15 would better suit board members’ schedules, but after discussion it was decided to leave the dates as originally planned, realizing that a change in dates might be less accommodating.

EXECUTIVE SESSION. President Petersen reported that there were two matters of litigation to be discussed in executive session pertaining to the University of Northern Iowa and the University of Iowa and the matter of strategy in regard to collective bargaining.
On roll call vote as to whether to enter into executive session, the following voted:

AYE: Bailey, Barber, Belin, Brownlee, Harris, Shaw, Slife, Wenstrand, Petersen.

NAY: None.

ABSENT: None.

The board, having voted in the affirmative by at least a two-thirds majority, resolved to meet in executive session beginning at 4:12 p.m. and arose therefrom at 5:25 p.m.
The following business pertaining to the State University of Iowa was transacted on Thursday, September 15, 1977.

SALE OF ACADEMIC BUILDING REVENUE BONDS, SERIES S.U.I 1977. The Board Office reported that the 1977 legislature in Senate Concurrent Resolution 30 authorized the issuance of $15,515,000 in bonds for utility-type projects at the universities. Some $8,775,000 of these bonds were sold for the University of Northern Iowa at the board's July 28 meeting. The remainder of the authorization, $3,140,000 for the University of Iowa and $3,600,000 for Iowa State University, was scheduled to be sold at this meeting.

The University of Iowa will fund these projects:

- Reconstruction of Boiler #8
- Replace Electrical Substation Serving University Hospitals
- Boilers #5 and #6 - Controls and Instrumentation
- Medical Research Center - Electrical Renovations
- Steam Distribution - Complete Westside Loop
- Administrative and Legal Charges

<table>
<thead>
<tr>
<th>Project</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reconstruction of Boiler #8</td>
<td>$625,000</td>
</tr>
<tr>
<td>Replace Electrical Substation Serving</td>
<td>1,500,000</td>
</tr>
<tr>
<td>University Hospitals</td>
<td></td>
</tr>
<tr>
<td>Boilers #5 and #6 - Controls and Instrumentation</td>
<td>120,000</td>
</tr>
<tr>
<td>Medical Research Center - Electrical Renovations</td>
<td>310,000</td>
</tr>
<tr>
<td>Steam Distribution - Complete Westside Loop</td>
<td>555,000</td>
</tr>
<tr>
<td>Administrative and Legal Charges</td>
<td>30,000</td>
</tr>
<tr>
<td></td>
<td>$3,140,000</td>
</tr>
</tbody>
</table>

The Board Office presented the board details of these bonds as found in the resolution authorizing and providing for the issuance of said bonds:

1. Bonds will be dated October 1, 1977 in coupon denominations of $5,000 each. Bonds shall bear interest from the date thereof with the first interest payment being made January 1, 1978 and semi-annually thereafter on the first days of July and January each year. Bonds will mature in numerical order with the first principal payment being $165,000 on July 1, 1980 and $175,000 on July 1 of each of the years 1981 through 1997 inclusive. The type of bonds utilized by the board for academic revenue bonds is essentially 20-year even principal bonds.

2. Bonds are callable on or after July 1, 1990 upon terms of par and accrued interest plus a premium of 2% of the principal amount of any such bonds called for redemption.

3. Paying agents are the treasurer of the University of Iowa or at the option of the holder at the principal office of the Citibank N.A., New York, New York, and Continental Illinois National Bank and Trust Company of Chicago, Illinois.

4. The university acts as bond registrar.

5. Investment of bond funds is limited to direct obligations of the United States Government.

6. Other sections of the resolution included provisions on audit, on the arbitrage requirements of the Internal Revenue Service, on how the bonds can be modified by consent of the bond holders, etc. All these provisions are standard to all prior academic revenue bond resolutions.
President Petersen called the meeting to order at approximately 11:00 a.m. Central Daylight Saving Time in the Hawkeye Room of the Iowa Memorial Union, State University of Iowa, Iowa City, Iowa. The roll being called, there were present Mary Louise Petersen, President, in the chair, and the following named board members: Bailey, Barber, Belin, Brownlee, Harris Shaw, Slife, Wenstrand.

President Petersen said this meeting was for the purpose of receiving separate sealed bids on the sale of $3,140,000 Academic Building Revenue Bonds, Series S.U.I. 1977 of the State Board of Regents of the State of Iowa. This being the time and place fixed by published notice, the board took up for consideration the matter of bids for the purchase of $3,140,000 Academic Building Revenue Bonds, Series S.U.I. 1977, of said board.

President Petersen requested the filing of all sealed bids. Bond Consultant Paul D. Speer responded that six sealed bids had been filed. President Petersen then made a second, and then a third and final call for sealed bids. She then announced the closing of receipt of sealed bids.

President Petersen directed the executive secretary to open the sealed bids and directed Mr. Speer to read the bids. The bids follow:

<table>
<thead>
<tr>
<th>Bidders</th>
<th>Net Interest Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>John Nuveen &amp; Co., Inc. - Chicago and</td>
<td>4.9237%</td>
</tr>
<tr>
<td>Merrill Lynch, Pierce, Fenner &amp; Smith, Inc. - New York - Joint Managers</td>
<td></td>
</tr>
<tr>
<td>The Northern Trust Company - Chicago and</td>
<td>4.9455%</td>
</tr>
<tr>
<td>Continental Illinois National Bank and</td>
<td></td>
</tr>
<tr>
<td>Trust Company of Chicago - Chicago and</td>
<td></td>
</tr>
<tr>
<td>The First National Bank of Chicago and Iowa - Des Moines National Bank - Des Moines - Joint Managers</td>
<td></td>
</tr>
<tr>
<td>White, Weld &amp; Co., Inc. - New York and</td>
<td>4.9819%</td>
</tr>
<tr>
<td>Kidder, Peabody &amp; Co., Inc. - New York - Joint Managers</td>
<td></td>
</tr>
<tr>
<td>Carleton D. Beh Co. - Des Moines - Manager</td>
<td>5.0318%</td>
</tr>
<tr>
<td>Bache Halsey Stuart Shields, Inc. - New York and</td>
<td>5.0506%</td>
</tr>
<tr>
<td>and L.F. Rothschild, Unterberg, Towbin - New York - Joint Managers</td>
<td></td>
</tr>
<tr>
<td>Citibank, N.A. - New York and Donaldson.</td>
<td>5.0761%</td>
</tr>
<tr>
<td>Lufkin &amp; Jenrette Securities Corp. - New York - Jointly</td>
<td></td>
</tr>
</tbody>
</table>

President Petersen then directed Mr. Speer and Mr. McMurray to calculate the bids and to determine the best bid. Mr. Speer, after consideration, recommended the board accept the bid of John Nuveen & Co., Inc. - Chicago and Merrill Lynch, Pierce, Fenner & Smith, Inc. - New York - Joint Managers at a net interest rate of 4.9237%.

MOTION: This being the time and place fixed by published notice, the board took up for consideration the matter of bids for the purchase of $3,140,000 Academic Building Revenue Bonds, Series S.U.I. 1977, of said board. After all sealed bids had been
opened, the results thereof were incorporated in a resolution entitled "Resolution providing for the sale and award of $3,140,000 Academic Building Revenue Bonds, Series S.U.I. 1977, and approving and authorizing the agreement of such sale and award," which was introduced and caused to be read. Member Harris moved that said resolution be adopted, seconded by Member Bailey, and the roll being called the following voted:
Aye: Bailey, Barber, Belin, Brownlee, Harris, Shaw, Slife, Wenstrand, Petersen.
Nay: None.
Whereupon the president declared said resolution duly adopted and signed her approval thereto.

MOTION:
The board took up for consideration the matter of authorizing and issuing $3,140,000 Academic Building Revenue Bonds, Series S.U.I. 1977. Whereupon Member Slife introduced and caused to be read a resolution entitled "A Resolution authorizing and providing for the issuance and securing the payment of $3,140,000 Academic Building Revenue Bonds, Series S.U.I. 1977, for the purpose of defraying the cost of performing utilities and remodeling work on the campus of the State University of Iowa," and moved that said resolution be adopted. Member Wenstrand seconded the motion and after due consideration by the board the president put the question on the motion and upon the roll being called the following voted:
Aye: Bailey, Barber, Belin, Brownlee, Harris, Shaw, Slife, Wenstrand, Petersen.
Nay: None.
Whereupon the president declared the motion duly carried and said resolution adopted.

MOTION:
Mr. Barber moved that all certified checks submitted by bidders except for that of John Nuveen & Co., Inc. - Chicago and Merrill Lynch, Pierce, Fenner & Smith, Inc. - New York - Joint Managers be returned. Mr. Brownlee seconded the motion and it passed unanimously.

MOTION:
Mr. Barber moved the board employ the firm of McGladrey, Hansen, Dunn and Company of Iowa City, Iowa as bond auditor. Mr. Brownlee seconded the motion and it passed unanimously.
The following business pertaining to the State University of Iowa was transacted on Friday, September 16, 1977.

REGISTER OF PERSONNEL CHANGES. The actions reported in the Register of Personnel Changes for the months of July and August were ratified by the board.

APPOINTMENTS. The board was requested to approve the following appointments:

Professor Lawrence M. Stolurow as Director of the Center for Educational Experimentation, Development and Evaluation, at the rank of Professor with tenure in Instructional Design and Technology, College of Education, at a salary of $35,000, effective August 1, 1977.

Dr. Roy M. Pitkin as Head, Department of Obstetrics and Gynecology, College of Medicine, at the rank of Professor with tenure, effective October 1, 1977, on a 12 month basis, at a salary of $40,160 plus commutation fraction.

Dr. John S. Strauss as Head, Department of Dermatology, College of Medicine, at the rank of Professor with tenure, effective January 1, 1978, on a 12 month basis, at a salary of $37,100 plus commutation fraction.

Dr. Wendell C. Stevens as Head, Department of Anesthesia, at the rank of Professor with tenure in the College of Medicine, effective April 1, 1978, on a 12 month basis at a salary of $30,400 plus commutation fraction.

Dr. Leonard S. Feldt as Chairman of the Division of Educational Psychology, Measurement and Statistics in the College of Education at the rank of Professor with tenure, effective September 15, 1977, on a 12 month basis at a salary of $30,700, for a term not to exceed three years.

MOTION: Mr. Bailey moved the board approve the five appointments as shown above. Mr. Harris seconded the motion and it passed unanimously.

ANNUAL REPORT OF RESIGNATIONS OF THE UNIVERSITY OF IOWA. The board was requested to accept the annual report of resignations of the University of Iowa.
The Board Office reported that during the period of July 1, 1976 to June 30, 1977 the university experienced the resignation of 80 faculty members. Last year at this time, the university reported a total of 51 faculty resignations.

Vice President Brodbeck commented with respect to the difference in number of resignations of the past two years. She said that approximately the same number of resignations occurred both years but noted that a different record keeping system was used this past year which may have accounted for part of the difference.

In absence of objections, President Petersen accepted the annual report of resignations of the University of Iowa on behalf of the board.

REGISTER OF CAPITAL IMPROVEMENT BUSINESS TRANSACTIONS. Executive Secretary Richey reported the Register of Capital Improvement Business Transactions for the month of September 1977 had been received by him, was in order, and recommended approval.

The board was requested to: 1) approve the register; and 2) return the bid security of $750.00, which was submitted with a bid on Bid Package #4 on Neurology and Psychiatry Clinic, Second Floor Completion, Roy J. Carver Pavilion.

The following construction contracts were recommended for approval:

**University Hospital - Surgery Visitors Waiting Room Remodeling**

Award to:
- General - Burger Construction Company, Inc., Iowa City, Iowa $16,754.00
- Mechanical - Kondora Plumbing and Heating, Iowa City, Iowa $2,690.00
- Electrical - Gerard Electric, Inc., Iowa City, Iowa $5,170.00

**Lindquist Center for Measurement - Phase II**

Award to:
- General - Viggo M. Jensen Company, Iowa City, Iowa $3,058,000.00
- Mechanical - AAA Mechanical Contractors, Inc., Iowa City, Iowa $888,522.00
- Electrical - Acme Electric Company, Cedar Rapids, Iowa $455,960.00

(The total of the three awards is $4,402,482. It was noted that this was substantially below the budgeted amount for construction and frees up a minimum of $150,000 for other purposes regarding this project.)

The following special contract matter was called to the board's attention:

At its July meeting, the board ratified executive secretary action in awarding a contract to Hofmeister Company, Niles, Illinois, in the amount of $15,000 on Bid Package #4, Neurology and Psychiatry Clinics, Second Floor Completion, Roy J. Carver Pavilion. It was noted by the university architect that the bid security was forfeited because the Hofmeister Company failed to deliver a signed contract. The reason this contract was not carried out was because the firm was unable to get a performance bond for this project.
The Hofmeister Company by letter of August 15 requested return of this bid security and noted that the firm will be doing the quoted work on a change order basis from the prime contractor on the project, George A. Fuller Company.

The Board Office indicated that this was a particularly troublesome bidding problem. A determination was made late last year to bid separately in small bid packages, totalling 15 in all, the second floor completion for Neurology and Psychiatry Clinics of the Roy J. Carver Pavilion. All 15 contractors would be placed under the supervision of the construction manager for the project. In tabulation of bids on December 16, it was noted that no bids were received on Bid Package #4 which is the sheet metal work. This portion of the project was rebid on June 30, 1977. A single bid was received which was substantially above the architect's estimate for that portion of the work and it was subsequently rejected. The third bidding occurred July 20. A single bid was received from the Hofmeister Company which was for $15,000. This compared to the architect's estimate of $10,500. Subsequently, a contract was awarded to the Hofmeister Company.

The Board Office recommended that the Hofmeister Company's bid be returned since the university is getting the work done by this firm at the same price bid, $15,000. There would be no harm to the university in this instance nor to any other bidders since the Hofmeister Company's bid was the single bid received in July.

The following revised budget was presented for board approval:

**Roy J. Carver Pavilion**

Source of Funds: University Hospital Building Usage Funds $17,772,700.00

(The original budget was $15,997,700.)

(The university provided detailed explanation for the increase in its material presented to the board.)

The following new projects were recommended for approval:

**Relocation of Parking Division Administrative Functions - Memorial Union Ramp**

Source of Funds: Parking Revenue $24,675.00

**Finkbine Golf Course Maintenance Building**

Source of Funds: Income from Treasurer's Temporary Investments $27,500.00

**Oakdale Campus Sanitary Sewer Relocation**

Source of Funds: Oakdale RR&A $18,000.00

**University Hospitals - Pediatric Radiology Unit Remodeling**

Source of Funds: University Hospital Building Usage Funds $47,300.00

**University Hospitals - Ophthalmology Clinic Remodeling**

Source of Funds: University Hospital Building Usage Funds $192,000.00

**University Hospitals - Sixth Floor Operating Room Remodeling, Phase II**

Source of Funds: University Hospital Building Usage Funds $180,290.00
University Hospitals - Third and Fourth Floor Addition to West Wing

Source of Funds: University Hospital Building Usage Funds $580,000.00

(This project would construct a two-story shell addition to the existing two-level west wing of the General Hospital. Each floor of this shell would consist of 6,800 gross square feet. Eventually, the programs to be housed in this area would be an expansion of the renal dialysis facilities, a modern obstetrical labor/delivery suite and an expanded neonatal intensive care unit. The Board Office reported that the university plans to bring a project to the board for finishing this two-story addition sometime in 1978.)

MOTION:

Mr. Barber moved the board approve the Register of Capital Improvement Business Transactions for the month of September 1977; ratify award of the construction contracts approved by the executive secretary; return the bid security of $750.00 submitted by Hofmeister Company, Niles, Illinois, which was submitted with a bid on Bid Package #4 on Neurology and Psychiatry Clinic, Second Floor Completion, Roy J. Carver Pavilion; approve the revised project budget; approve the new projects shown above; and authorize the executive secretary to sign all necessary documents. Mr. Harris seconded the motion and it passed unanimously.

Regent Bailey asked for information as to what fixed patient head wall systems requested in the Carver Pavilion are. Director of University Hospitals Colloton reported that the systems involve installation that goes into the head board of the patient's bed which encompasses mechanical functions.

Regent Bailey expressed concern regarding the amount spent for architectural fees and construction management on this project. He asked if someone watches the mechanics of this and attempts to keep the costs as reasonable as possible. Director Colloton assured Regent Bailey that the university has the same concerns as he about keeping projects costs as low as possible. He added that the basic architectural fee on this project is in the percentage of 4.75% which is a very conservative fee if compared in the context of other fees that have been negotiated in recent history. Director Colloton noted that basic architectural service does not include construction management.

VOTE ON MOTION: The motion passed unanimously.

LEASE OF PROPERTY. The board was requested to approve a lease of property at 620 South Madison, Iowa City, Iowa.

The university reported that the owner/landlord of the property was Thomas R. Alberhasky. The property involves 4,512 square feet in the rear portion of a building located at 620 South Madison, Iowa City. The term of the lease required that it commence September 1, 1977 for three years, ending August 31, 1980. After August 1, 1978, the
lease may be cancelled with 60 days notice. The tenant would agree to pay the landlord as rental $675.00 per month for a yearly rental of $8,100.00 to be provided from the Institute of Hydraulic Research sponsored research funds. The property would be used for a research project in power-plant-intake design. The rental charge would represent a cost of approximately $1.80 per square foot per year which the university reported as reasonable for the space provided.

MOTION: Mr. Bailey moved the board approve the lease of property as described above for property at 620 South Madison in Iowa City. Mr. Slife seconded the motion and on roll call the following voted:
AYE: Bailey, Barber, Belin, Brownlee, Harris, Shaw, Slife, Wenstrand, Petersen.
NAY: None.
ABSENT: None.
The motion carried.

BUILDING TO BE RAZED. The board was requested to authorize the university to raze the house located at 30 Byington Road in Iowa City.

The university reported that there is a leak in the 800-foot steam line serving the house located at 30 Byington Road. The current occupant of the house is the Environmental Health Services. Because it is not feasible to install a furnace and to effect needed deferred maintenance, the university proposed to raze the structure and to relocate the occupants. The house was occupied by the university in 1918 and contains 3,420 gross square feet. The university noted that it has been on its razed space list for some time.

MOTION: Mr. Bailey moved the board authorize the university to raze the house located at 30 Byington Road in Iowa City. Mr. Harris seconded the motion and it passed unanimously.

RESOLUTION - JOHN H. AND EDNA HENDRIKS MEMORIAL FUND. The board was requested to approve the following resolution:

BE IT HEREBY RESOLVED, that the gift of John and Edna Hendriks in the amount of $25,000.00 for the Hospital School for Severely Handicapped Children, as provided in their Wills probated in Muscatine County, Iowa, is gratefully accepted and receipt thereof acknowledged. The Treasurer of the University of Iowa shall receive said funds, which shall be applied and used for the purposes set out in the Wills of said grantors.

R. Wayne Richey, Executive Secretary of the State Board of Regents and Ray B. Mossman, Treasurer of the State University of Iowa, are authorized to execute the attached release and return the same to Attorney E. R. Tipton of Muscatine, Iowa
MOTION: Mr. Slife moved the board adopt the resolution shown above. Mr. Bailey seconded the motion and it passed unanimously.

UNIVERSITY HOSPITALS' CAPITAL DEVELOPMENT AND REDEVELOPMENT PROJECTS.
The board was requested to accept the University Hospitals' Capital Development and Redevelopment Projects report as submitted by the institution.

The Board Office reported that the current report contained a list of capital projects to be carried out in the University Hospitals' facilities during the next three years. The list was based upon present needs and studies conducted to date. New demands may cause revisions in this project list as the hospital program develops during the immediate future. The projects have been developed by the work of 15 faculty and staff planning committees over the past three years in coordination with the planning and development of the North Tower and Carver Pavilion projects.

The Board Office noted that the report listed 32 projects, some of which have more than one part, which will be undertaken over the next three years. Two of these projects have already been approved by the board at prior board meetings.

All of the projects will be supported by a combination of University Hospital RR&A, Building Depreciation and Gifts and Grants Funds and have been or will require the approval of the Office of Planning and Programming of the Governor's Office as required under Public Law #92-603.

The Board Office stated that during the past three years the University Hospital has been deeply involved in redevelopment of its facilities. During 1974-75, the board approved a total of 16 projects with an estimated cost of $1.5 million. These projects were in addition to the $15 million North Tower Addition.

During 1975-76, a total of 19 projects were approved by the board totalling $1.7 million. These projects were also taken in addition to the construction of the Carver Pavilion which has a cost of $17,772,700, a second hospital parking ramp with a cost of $3,053,000, and access roads and site development to the Carver Pavilion which has a cost in excess of $800,000.

During 1976-77, a total of 21 projects were approved totalling $2.4 million.

The Board Office noted that the board will continue to approve these projects individually as they come forward on the Register of Capital Improvement Business Transactions under the new projects section.

Director of University Hospitals John Colloton introduced several staff persons from the University Hospitals: Dr. Roy M. Pitkin, future Head of Obstetrics and Gynecology; Dr. Fred Smith, Professor and Head of Pediatrics; Dr. Robert J. Corry, Department of Surgery and Director of the Transplant Program; Dr. Richard M. Freeman, Internal Medicine, and also in the Transplant Program; and Mr. David Vellinga, Assistant Director of University Hospitals.
Director Colloton reported that the university is redeveloping the University Hospitals in the context of the ever increasing demand for patient service. With the use of various exhibits, Director Colloton discussed with the board the university's hopes to redevelop its hospitals.

Director Colloton said that last year for the fifth year in a row the University Hospitals admitted a record number of patients: 39,200, or about 900 patients in bed every day. He said that ambulatory patients going into the diagnostic clinics went up to 309,000, or 1200 per day. The University Hospitals are serving, on a given week, about 1200 patients each day.

Director Colloton presented the board with the following enumeration of major projects now envisioned for the period immediately ahead:

**1977-78 Projects Now Envisioned**

1) Two story addition to west wing to house modern Labor-Delivery Suite and expanded Dialysis and Neonatal Intensive Care Services.

2) Completion of the final phase of Ophthalmology Clinic modernizing.

3) Expansion of Business Office and Nursing Department into space soon to be vacated by Nuclear Medicine on first floor of the General Hospital.

4) Completion of Phases II and III of Sixth Floor Operating Suite remodeling.

5) Completion of the redevelopment of existing 7th floor Radiology Department -- Nuclear Medicine, Pediatric Ophthalmology, and conference room phases.

6) Expansion of Pregnancy Termination Unit.

7) Dental Clinic expansion on 2nd east of the General Hospital in space formerly occupied by the Internal Medicine Clinic.

8) Interior completion of three story southwest shell for Internal Medicine, Obstetrics and Gynecology, and Surgery Department faculty office and supporting functions.

9) West wing aesthetic screening of air handling equipment.

10) Construction of an electrical substation with associated secondary feeder replacement to provide a reliable source of electrical power from the University Power Plant to University Hospitals (Project included in Regents' 1977-78 capital appropriations - $1.5 million).

11) Redevelopment of Third West Internal Medicine inpatient nursing unit.

12) West campus steam distribution loop project (Project included in 1977-78 Regents' capital appropriation - $555,000).

13) Fifth floor surgical service waiting lounge for visitors. (Approved by Board 7/77.)
14) Social Service and Systems Development Department remodeling. (Approved by Board 7/77.)

15) Modernization of east ward on the Psychiatric Service.

16) New vehicular approach, entryway, canopy and lobby area for the Hospital School.

1978-79 and 1979-80 Projects Now Envisioned

1) Remodeling and redevelopment of the Head Specialty Operating Room suite and associated Post-Anesthesia Respiratory Care Unit.

2) Redevelopment of surgical pathology facilities within the Department of Pathology.

3) Phased installation of fire protection systems including upper floors of General Hospital and the Psychiatric Service.

4) Modularization of the 25-bed Urological ward on C-41 into semi-private and private accommodations.

5) Remodeling of the Otolaryngology Department's Speech and Hearing Clinic.

6) Dietary Department expansion in basement of the Carver Pavilion.

7) Redevelopment and expansion of Urology Clinic on 4th east in space formerly occupied by Ob-Gyn Clinic.

8) Development of several staff lounges throughout University Hospitals.

9) Miscellaneous window replacements in General Hospital.

10) Construction of overhead causeway link between Carver Pavilion and new parking ramp.

11) Conversion of Sixth-South nursing unit to operating theater supporting functions.

12) Development of a Rheumatology Service in unfinished Carver Pavilion space.

13) Other miscellaneous remodeling projects and restructuring of air conditioning, mechanical and electrical distribution systems coordinate with current code and accreditation standards.

14) Staff, patient and visitor dining room expansion and reconfiguration.

15) Redevelopment of space vacated on 4-Tower Neurology for alternative clinic uses.

16) Internal redevelopment of Hospital School coordinate with standards applicable to current programs.
**Other Capital Development Projects**

Beyond the capital redevelopment projects set forth above, we are also studying various options by which our capital development to the south can be continued through vertical additions to the Carver Pavilion and further southward in the previously defined "Carver Pavilion II" concept. As these plans come to fruition they will be submitted to the Board through established capital development project channels.

Director Colloton reported that in 1972 the pediatricians and obstetricians at the University of Iowa in concert with physicians' groups in Iowa established a perinatal program for pre and post birth patients. That was directed at the target of improving the care of high risk infants. The first step was to establish a stratification of delivery systems in Iowa coordinate with existing medical practice patterns at that time. Ten intermediate perinatal care centers were established throughout Iowa. One tertiary care center was also established for the purpose of caring for more clinically complex patients. All other hospitals for obstetrical services have level "one" services. The impact of that program on the University Hospitals is reflected in the labor/delivery area and the newborn nursery.

Director Colloton showed the board charts representing the live birth rate at the Hospitals. Dr. Pitkin noted that the reason for the divergency in births at the University Hospitals is because of an increased rate of referral. He commented that if the rates change, they will probably increase as care systems throughout the state are becoming more specialized.

Dr. Pitkin explained what modern labor/delivery suites are. He said they consist of two components: First, they involve technological advances such as the monitoring of the fetal condition during labor. Modern methods include continuous monitoring of the baby's heart rate, interuterine pressure, intermediate sampling of fetal blood. Dr. Pitkin noted that what used to be called the labor/delivery suite has now become the maternal fetal intensive care unit. The second component of the modern labor/delivery suites involves "humanizing" the delivery room to be more homelike. He said that involves development of a unit that will get away from the cold stainless steel atmosphere in the hospital.

Regent Belin asked Dr. Pitkin if in the process of "humanizing" the childbirth process detraumatization was also considered. She said she has read articles indicating there is too much trauma in connection with the child's birth. She said it seems as though hospitals seem to be providing more comfort for the mother than for the baby.

Dr. Pitkin reported that a French obstetrician has some theories that babies should be born in the dark, not exposed to air upon delivery but should be immediately placed in a water bath. He noted that immediate bonding of mother and child is necessary and studies have shown that that immediate closeness results in less incidence of behavior problems in offspring and parents. Dr. Pitkin reported that the university keeps alert to all birth theories and will adopt same when proved to be valid.
Regent Shaw asked if the University Hospitals should be doing less rather than more with respect to deliveries as there are unused facilities elsewhere in the state. Dr. Pitkin noted that that is a reason for concern. Dr. Pitkin added that the current labor/delivery suite as University Hospitals was built in 1960 and is very much out of date. He said that the current facilities would definitely not be able to take care of more patients.

Mr. Colloton reported that 20% of the deliveries at the University Hospitals are high risk, to some degree. That involves 8,000 of the births at the University Hospitals each year.

The next speaker was Dr. Fred Smith. He talked about the sophisticated patient transport system at the university. He noted that the month of August peaked with respect to number of admitted pediatric patients. He said there is no way that doctors and nurses are able to handle those types of overloads. Dr. Smith commented that there are astounding medical liabilities at the hospital. He said that is a concern of many at the hospital. Because of the patient overload, some patients are temporarily located in the post anesthetic recovery room.

Mr. Colloton then continued with some of his exhibits by saying that in 1969 the first kidney transplant was performed in the state of Iowa. In 1970 a home dialysis training program was established. In 1971, recognizing that total dialysis needs of the state could not be accommodated within the university, a satellite system was set up. There are now eight such units around the state. In 1973 Medicare encompassed all kidney disease patients or dialysis patients irrespective of age. That gave great impetus to accessibility. Mr. Colloton expressed the university is proud of the achievements it has made with respect to this disease.

Dr. Freeman noted that there are several factors responsible for the increasing number of dialysis patients. He said that there are 83 patients currently using the satellite units. He noted that in 1970 11% of the university's kidney patients were over the age of 50. In 1976 49% of the university's patients were over the age of 50. This has implications in terms of hospital dialysis. These patients are likely to have associate diseases and require hospitalization.

Dr. Freeman reported that eight factors contribute to the inadequacy of the present University Hospital facilities. While all are important, he emphasized only three. First, he noted the total absence of privacy in the dialysis room. While the rooms were designed for three beds, almost always there have been four beds in them. This is unfair to patients already under stress. Secondly, the university has inadequate isolation facilities. He said there has been concern with hepatitis in some units and the isolation facilities do not permit conformance with isolation requirements. Thirdly, the university has the major mission of supporting satellite units around the state. The university has not had sufficient space to do this effectively.

Dr. Corry noted that "home" and satellite units have increased quite substantially over the state in the last three years. There are a couple of additional factors in terms of dialysis needs for the future. He said that the university is already doing some work for transplant
patients in Omaha and other areas throughout the nation. The university is getting to the area of transplants for poorer risk patients. It is estimated that deferral patient loads will increase at the rate of 12-15% per year.

Dr. Corry said that the university is getting an ample supply of kidneys due to the efforts of many persons. He stated, however, that the more the university can get, the better. The university is now on a national computer hookup whereby it can receive kidneys from other areas in the country.

In summary, Mr. Colloton reported that the university was requesting approval of a two-story shell costing $580,000 for a housing for a modern labor/delivery suite and expanded dialysis and neonatal intensive care services. The university will be coming in with an amended budget as plans progress.

MOTION: Mr. Brownlee moved the board accept the University Hospitals' Capital Development and Redevelopment Projects report as submitted by the institution. Mr. Bailey seconded the motion.

Regent Bailey commended the institution for its excellent presentation.

Mr. Richey asked the university what the estimated cost of its proposals are. He asked how it related to its receipts for the Building Usage Fund and how it affects hospital rates. Director Colloton reported that the cost of 1977-78 projects now envisioned, extracting the two capital programs which came through the capital allocations from the legislature, is $1.9 million. The cost of 1978-79 and 1979-80 projects now envisioned would be somewhere between $4.5 million and $5.6 million depending on a couple of variables subject to final decision and mechanical systems. The cost for other capital development projects relating to vertical additions to the Carver Pavilion, etc. amounts to $58 million. Director Colloton reported that the relationship of it to the university's Building Usage Fund would be that on $50 million the patient service depreciation would be about 5.5%.

Director Colloton commented that the dialysis center is presently operating on a budget of $685,000 a year. The proposed increase of the university would raise that by $700,000. The rate of increase, however, would be very nominal.

VOTE ON MOTION: The motion passed unanimously.

MEDICAL RESEARCH CENTER CARDIOVASCULAR RESEARCH ADDITION - MEDICAL RESEARCH CENTER - ELECTRICAL RENOVATIONS. The board was requested to approve a resolution providing for a notice of hearing on proposed plans, specifications and form of contract for Medical Research Center - Electrical Renovations on the campus of the State University of Iowa and for a notice to contractors of bidding thereon.

The resolution follows:
WHEREAS, it is necessary to furnish utilities services to those academic buildings and other facilities used primarily for instructional and research purposes, including libraries, and such other administrative and service buildings and facilities as are deemed necessary by this Board to provide supporting services to the instructional and research programs and activities on the campus of the State University of Iowa in Iowa City, Iowa, all as contemplated by plans, specifications and detailed drawings therefor as prepared by Durrant, Deininger, Dommer, Kramer, Gordon of Dubuque, Iowa, architects retained by this Board, as the same are now on file in the Office of the Secretary of the Board; and

WHEREAS, the estimated cost of constructing said Medical Research Center-Electrical Renovations is $310,000.00; and

WHEREAS, it is necessary to fix a time and place of hearing on said proposed plans, specifications and form of contract for Medical Research Center-Electrical Renovations and to give notice thereof; and

WHEREAS, it is further necessary to set a time and place to receive bids on said proposed improvement and to advertise therefor;

NOW, THEREFORE, Be It and It Is Hereby Resolved by the State Board of Regents of the State of Iowa as follows:

Section 1. That the proposed plans, specifications and proposed form of contract referred to in the preamble hereof be and the same are hereby adopted.

Section 2. That the 20th day of October 1977 at 11:00 o'clock a.m., CDT, in The Board Room, Gilchrist Hall, University of Northern Iowa in the City of Cedar Falls, Iowa is hereby fixed as the time and place of hearing on said proposed plans, specifications and form of contract as referred to in the preamble hereof.

Section 3. That the Secretary of this Board is hereby authorized and directed to give notice of said hearing on said proposed plans, specifications and form of contract by publication of such notice at least once in the "Iowa City Press-Citizen", a legal newspaper published in the City of Iowa City, Iowa, and having a general circulation in said City, and also in the "Des Moines Register", a legal newspaper published in the City of Des Moines, Iowa, and having a general circulation throughout the State of Iowa, which publication in each newspaper shall be made at least ten (10) days prior to the time of said hearing, all in conformity with Section 23.2 of the Code of Iowa, 1977. Said notice shall be in substantially the following form:

NOTICE OF PUBLIC HEARING ON PROPOSED PLANS AND SPECIFICATIONS
AND PROPOSED FORM OF CONTRACT FOR MEDICAL RESEARCH CENTER
CARDIOVASCULAR RESEARCH ADDITION, MEDICAL RESEARCH CENTER-
ELECTRICAL RENOVATIONS ON THE CAMPUS OF THE STATE UNIVERSITY
OF IOWA.

NOTICE IS HEREBY GIVEN that the State Board of Regents of the State of Iowa will meet in The Board Room, Gilchrist Hall, University of Northern Iowa in the City of Cedar Falls, Iowa on the 20th day of October, 1977, at 11:00 o'clock a.m., CDT, at which time and place a hearing will be held on the proposed plans and specifications and proposed form of contract for Medical Research Center-Electrical Renovations on
the campus of the State University of Iowa, in the City of Iowa City, Iowa. At said
hearing, interested persons may file objections to said proposed plans and specificat:
to the proposed form of contracts or to the cost of said improvement. The proposed p:
and specifications and proposed form of contracts are now on file in the Office of the
Secretary of the State Board of Regents, State Office Building, Des Moines, Iowa, where
they may be inspected by interested parties.

By order of the State Board of Regents this ____ day of September, 1977.

Executive Secretary, State Board of Regents

Section 4. That the 29th day of September, 1977 at 1:30 p.m., CDT, in the
University Architect's Office, Room 112, North Hall, University of Iowa, Iowa City,
Iowa, is hereby fixed as the time and place for receipt of bids on Medical Research
Center-Electrical Renovations referred to in the preamble hereof, and that the said
bids will be publicly opened and read on the same date at 2:00 p.m., CDT, in Room 420,
North Hall, University of Iowa, Iowa City, Iowa.

Section 5. That the Secretary of this Board is hereby authorized and directed to
advertise for bids for Medical Research Center-Electrical Renovations by publication of
a notice at least twice in the "Iowa City Press-Citizen", a legal newspaper published
the City of Iowa City, Iowa, and having a general circulation in said City, and also at
least twice in the "Des Moines Register", a legal newspaper published in the City of
Des Moines, Iowa, and having a general circulation throughout the State of Iowa, the
first of which publications in each newspaper shall be made not less than fifteen (15)
days prior to the date set for receiving and opening said bids, all in conformity with
Sections 23.18 and 262.34 of the Code of Iowa, 1977. Said notice shall be in substan­
tially the following form:

NOTICE TO CONTRACTORS OF BIDDING ON MEDICAL RESEARCH CENTER.
ELECTRICAL RENOVATIONS ON THE CAMPUS OF THE STATE UNIVERSITY
OF IOWA.

* * * * *

Sealed bids for the construction of Medical Research Center-Electrical Renovations
University of Iowa, Iowa City, Iowa, will be received by the Iowa State Board of
Regents at the University Architect's Office, Room 112, North Hall, University of Iowa
Iowa City, Iowa 52242, until 1:30 p.m., CDT, Thursday, September 29, 1977 and will the
be publicly opened and read on the same date at 2:00 p.m., CDT, in Room 420, North
Hall, University of Iowa, Iowa City, Iowa.

The project consists of a new 13,800 volt - 208 Y/120 V, 1500 KVA unit substa:
to be located in basement; extension of primary feeder; extension of existing 4000 A
bus duct; addition of new 4000 A riser bus duct with tie switch; revisions to existin:
feeder system; minimal lighting and receptacle wiring in new construction area; re­
connection of relocated roof top equipment and connections to mechanical equipment.

Bids will be received for a single contract for electrical work for Medical
Research Center Cardiovascular Research Addition, of which Medical Research Center-
Electrical Renovations is a part.
Contract documents may be examined at the following places: Office of The Durrant Group, Architect/Engineers, Dubuque, Iowa; University Architect's Office, 112 North Hall, University of Iowa, Iowa City, Iowa;

Iowa:          West Des Moines          Dodge Office and Plan Room
               Des Moines                  Master Builders of Iowa
               Cedar Rapids               Allied Construction Interests
               Waterloo                   Waterloo Builders Plan Exchange
               Bettendorf                 F. W. Dodge
               Minneapolis               F. W. Dodge; Dodge/Scan

Contract documents may be obtained from the Architect's Office, University of Iowa, Iowa City, Iowa 52242. No deposit is required.

Each bid shall be on the forms provided with the Contract Documents, and shall be accompanied by bid security as set forth in the Instructions to Bidders.

Bid security shall be agreed upon as the measure of liquidated damages which Owner will sustain by failure, neglect or refusal of bidder to deliver a signed contract stipulating performance of the work in unqualified compliance with Contract Documents or furnish the required 100% contract performance and payment bond within ten days after receipt of Notice of Award.

No bid may be withdrawn for a period of 45 calendar days after the date of opening.

Bidder's attention is called to the Equal Employment Opportunity regulations of the State Board of Regents as stated in the Contract Documents.

By virtue of statutory authority, a preference will be given to products and provisions produced or grown within the State of Iowa, and to Iowa domestic labor.

The Iowa State Board of Regents reserves the right to reject any and all bids to waive irregularities and to accept that bid which is deemed in the best interest of the Owner.

By Order of the State Board of Regents.

R. Wayne Richey
Executive Secretary

Section 6. That all orders or resolutions, or parts of orders or resolutions conflict herewith be and the same are hereby repealed.

Vice President Jennings noted that the university is building two additional stories on to the Medical Research Laboratory and that budget has been approved. He noted that on the utility bonds there is an item of $310,000 for general electrical repair of the Medical Research facility. The university feels that it can get fairly favorable bids on this $310,000 project. The resolution before the board would set a time and date for that public hearing which will be October 20. He said bids will not be awarded until the public hearing is over.
MOTION: Mr. Slife moved the board approve the above resolution providing for a notice of hearing on proposed plans, specifications and form of contract for Medical Research Center - Electrical Renovations on the campus of the State University of Iowa and for a notice to contractors of bidding thereon. Mr. Barber seconded the motion and it passed unanimously.

President Petersen asked board members and institutional executives if there were additional matters to be discussed pertaining to the State University of Iowa.

COMMITTEE ON UNIVERSITY EDUCATIONAL DIRECTIONS. President Petersen reported that the board would be given the opportunity to hear five panels discuss the future plans of the university.

President Boyd reported that the basic responsibility for the educational direction of the University of Iowa is with the faculty. He said the faculty is and has taken the opportunity to look at the importance of the institution and the kinds of educational direction it will be taking over the next several years, recognizing certain fundamental principles as well as recognizing the importance of assessment.

Vice President Brodbeck said that the committee was appointed by President Boyd to look at the university's educational directions. Its purpose was to take a fresh look at where the university stands, what's distinct about education at the University of Iowa, where the university is headed in light of projected enrollment changes and projected social changes, and how those factors will affect the kinds of education the university hopes to give. She commented that the North Central Accreditation review also provides an occasion for the formation of such a committee.

President Petersen introduced the committee chairman, Stow Persons, Professor of Liberal Arts and History. Professor Persons noted that the committee was appointed last February and noted that the 18-member committee was present for discussion. He emphasized that the committee was given a broad charge to study the educational operations of the university. He said that the university anticipates significant changes in the future and it must be prepared to confront these modifications with innovations and with a careful scrutiny of present operations in order to more effectively operate.

Professor Persons added that he noticed from newspaper reports of yesterday's meeting that the matter of student attrition was discussed. He said that the university is very concerned with that problem and has proposed to attack it on a variety of different fronts. He said it is a matter that can not be solved by any one particular formula or device but it has to be dealt with in a variety of different ways.
Undergraduate Education Panel

Members: Jerry Kollros, Chairman (Liberal Arts, Zoology)
        Joel Barkan (Liberal Arts, Political Science)
        Darwin Turner (Liberal Arts, English)

Mr. Kollros reported that the undergraduate education panel focused on the following issues: general education, student advisory services, job-oriented programs, interdisciplinary teaching programs, honors programs, and use of teaching assistants.

Mr. Kollros said that general courses of 30 years ago have been deleted and replaced, to a large extent, by a wide choice of alternatives of introductory level departmental courses. He said the committee must now decide whether those changes have been wise. He noted that a large number of discussions center on the need for general education in all the colleges and not just the liberal arts colleges. He commented that curricular flexibility is also discussed.

Regent Belin commented with respect to Mr. Kollros' remarks about the replacement of core courses over the past 30 years. She asked if there is a system at the university to insure across-the-board liberal education. Mr. Kollros said the College of Liberal Arts requires both rhetoric and physical education skills. He added that core courses have essentially been abolished.

Vice President Brodbeck emphasized some comments made by Mr. Kollros by saying that individual colleges make recommendations that impinge on what other colleges are doing. Regent Wenstrand commented that there have been times when he has wished for more cooperative work with programs for the most benefit to the student. He asked if the university has found it necessary for an increased amount of effort as far as cooperation among departments is concerned with respect to providing specific courses or a series of courses. Professor Persons said the committee takes very seriously the kind of tension that builds up in a university which has a very strong departmental structure. The committee feels that it has to pay a great deal of attention to the possibilities of interdisciplinary work both at the graduate and undergraduate level. He said it must be realized, however, that a great deal of interdisciplinary work goes on informally. For example, when an engineer finds he needs to know something he doesn't know, he becomes, in effect, an interdisciplinary scholar. He said the institutions have got to be flexible enough to recognize and give the kind of support necessary to carry on interdisciplinary work in an institution that's organized departmentally. He noted, however, that it does give rise to a difficult administrative problem.

President Petersen added that many of today's problems are so complicated and so interrelated that no one discipline can contribute all the college necessary to the solution of them. She said that the habit of thinking in terms of a wide variety of disciplines contributing to a solution or a problem in delivering insight is a healthy one. She noted that she has been a sponsor of this interdisciplinary approach both for the student and for research for some time. She commented that interdisciplinary area programs and the strength of departmental structure are essential in today's modern university.
Mr. Richey asked if the committee would recommend a "core education" that all recipients of the baccalaureate degree of the university should have, for example. He asked what the mechanism for imposing that on the collegiate and departmental units of the university would be. In response, Vice President Brodbeck said nothing in that respect is "imposed" on the colleges. A recommendation may be made from a distinguished and respected committee as to what is thought to be the requirements for presumably a baccalaureate degree in liberal arts as well as in engineering, for example, however. The recommendation would have to go through the collegiate process where the college would discuss it and see if it could stand on its merits. Vice President Brodbeck said the university does not have a university-wide faculty mechanism. President Boyd noted that the power involved is the "power of persuasion." He added that the university is not unusual in the fact that it does not have a university-wide curriculum arrangement. It's quite usual in institutions of its kind.

President Boyd noted that the quality of individual faculty appointments is the key to a good faculty program at the university. Mr. Turner added, too, that the committee as a whole is raising the question as to whether there should be some coordinating body, some mechanism for sharing ideas about undergraduate education.

Preprofessional and Professional Education Panel

Members: Dorsey Ellis, Jr., Chairman (Law)
James Andrews (Materials Engineering)
Eleanor Birch (Business Administration)
James Clifton (Medicine)

Mr. Ellis reported that the preprofessional and professional education panel focused on the following issues: teaching, research, and professional practice; professional education and the university, preprofessional advisory services, and accreditation.

Mr. Ellis reported that the panel began meeting in the spring and has met several times in the summer. An open forum was held in the spring on the relationship of teaching, research and professional practice. About 40 faculty members representing most of the professional colleges as well as faculty members from the Liberal Arts College attended. Two hearings or seminars were also held on the question of preprofessional education, specifically, the preprofessional advising. At the first seminar, participation was invited by representatives of the professional colleges and Liberal Arts College, specifically people engaged in providing preprofessional advice to undergraduates. In the second seminar, students were invited who were either now or had been representatives of career placement offices in providing support services and guidance in the preprofessional advising area.

Mr. Ellis reported that a report was prepared before the full committee on the question of the relationship of teaching research and professional practice. He said it was not surprising that they are interrelated in a variety of ways.

Mr. Ellis reported that the university has reports on the accreditation question and what kind of preprofessional education is being obtained by students who enroll in professional colleges. He said the panel is
trying to discern an analysis of a sample of the strengths of students who obtain preprofessional education at the University of Iowa and then go to another school.

President Petersen commented that one of her concerns involves what happens to the preprofessional student who finds that his or her goal is going to have to be adjusted. She stressed that the university must be providing options and support for those students so those preprofessional years are not wasted in any way. Mr. Ellis noted that the university also has great concern on that issue and it is handled by those providing preprofessional advice. There are efforts to improve the quality of that education toward providing students with a better idea of career options.

Graduate Education Panel

Members: Leodis Davis, Chairman (Liberal Arts, Chemistry)
        Anne Autor (Medicine, Pharmacology)
        Virginia Myers (Liberal Arts, Art and Art History)

Mr. Davis reported that the graduate education panel focused on the following issues: faculty vitality, employment of graduates, new graduate programs, interdisciplinary research, libraries, computers, and research support services.

Mr. Davis reported that the university's graduate college was founded in 1900. It experienced great growth since that time. He noted that a significant number of Iowa's graduate programs are recognized as among the very best in the nation. He said the university must continue to maintain that excellence and exercise its responsibility to elevate other departments to that level.

Mr. Davis reported that conditions which contribute to the excellence of graduate departments are many. He noted two conditions, however, which will impede progress: 1) aging faculty, and 2) job market and evaluation of graduate programs' effectiveness and quality.

Ms. Autor said the panel hopes to provide a forum for faculty members and other interested people in the community to address issues pertaining to graduate education. She added that it is hoped that distinguished faculty members from other universities could be present to have dialogue with the university's faculty.

Ms. Meyers reported that the matter of faculty renewal and vitality is exceedingly important at the university. She outlined some of the matters which are under consideration at the present time. She said faculty renewal involved retention and acquisition of quality faculty. The tenure system, she added, is really the heart and core of faculty renewal. She said the university's present situation is that the majority of the tenured faculty are younger than 50 years of age which means that the university is going to have a lot of its present faculty around for some time to come. By having so many younger persons tenured, it will result in decreasing mobility so that fewer faculty people will be tending to shift jobs. Therefore, decreasing enrollments are predicted. This does not seem to augur well to the introduction of many faculty as instructors or assistant professors. She said an
alternative to continual faculty renewal involves an increase in the number of visiting professors coming to the university. A good deal of this is already done but it is beginning to seem apparent that more of that would be apropos.

Ms. Meyers indicated that any given faculty member at the university has two responsibilities: 1) teaching and 2) being a research person. She said the fact that the University of Iowa has a research-oriented faculty is one of the key things that distinguishes it from a community college or from teaching on a secondary level. The person who does not conduct research simply cannot bring to the students fresh, vital, exciting lessons. She noted that it is the obligation of the university to assist faculty with their research and it does.

Ms. Meyers said a university house has been recently established for the purpose of fostering interdisciplinary research and educational development projects involving both university faculty members and those from neighborhood institutions. It is hoped that this may become a very important faculty renewal aid in the future.

Regent Wenstrand asked if there are any developing changes with respect to the Master's work becoming more practical versus the research-oriented approach for people who are not interested in continuing education beyond the Master's level. Mr. Davis said that Master's degrees are in the process of becoming more practical. Vice President Brodbeck stated that there has been for some time in many fields the option for having a degree and more credits more atune to going directly from the Master's degree into the job market and careers rather than going into further graduate work. President Boyd noted that continuing education is not necessarily for a degree.

Regent Bailey said he was concerned that if the significance or the basic preparation involved in a degree is going to be changed, it ought to be so indicated in the name of the degree. He said there possibly should be some indication of a Master's degree with a thesis or without a thesis, for example. He said historically it has been customary to have a thesis be required. Vice President Brodbeck noted that there are many M.A.'s and M.S.'s with and without thesis requirements now.

**Continuing Education Panel**

Members: Clyde Kohn, Chairman (Liberal Arts, Geography) - Ex Officio
Marilyn Molen (Nursing)
Marilyn Zweng (Secondary Education)

Mr. Kohn reported that the continuing education panel focused on the following issues: professional growth programs, in-service programs for teachers, relations with area-community colleges, off-campus degree programs, programs for adults, and recreational and cultural programs.

Mr. Kohn reported that most of the extension courses of the University of Iowa are under the direction of Dean Robert Ray. He said it has long been considered important for the university to reach out to all parts of the state to provide Iowa's citizens with continuing education. He commented with respect to the new type of off-campus program, the
Bachelor of Liberal Studies program, making it possible for people with two years of work in the Liberal College system to learn without coming to the campus.

Mr. Kohn said a similar university plan is to have faculty and administration discuss how it might deliver high quality programs in long distance learning. He noted that the university has encouraged and promoted the development of conferences, institutes, short courses, etc. in creating and administering and broadening other continuing education opportunities for people who are no longer full-time students but who wish to seek knowledge related to their jobs or special interests. He added that Senate File Bill 312 regarding professional relicensure will undoubtedly require the university to plan programs to meet those legal ramifications.

It was reported by Mr. Kohn that in all of the university's outreach programs the university has close cooperation with the other two state universities, private colleges, and area community colleges so activities will be coordinated in the development of interinstitutional arrangements.

Mr. Richey asked if the university planned to get into the area of faculty involvement, commitment, concerns, etc. with respect to off-campus education. Mr. Kohn responded positively. He said the university is conscientious about keeping the courses at a high quality level.

Governance, Faculty Matters, Student Affairs Panel

Members:  David Carew, Chairman (Pharmacy)
          Benita Dilley (Student; President, Collegiate Associations Council) - Ex officio
          William Tade (Dentistry, Oral Pathology and Diagnosis)

Mr. Carew reported that the governance, faculty matters, student affairs panel focused on the following issues: faculty organizations, student organizations, teaching evaluation, academic reviews, affirmative action, role of students in academic affairs.

Mr. Carew reported that the panel drafted a document, which will be discussed with the entire committee next week, regarding governance. It involves the role of the administration and the faculty. The panel considered some of the ways the faculty can assist the university administration in this matter.

Mr. Carew said the panel also concerned itself with methods and programs for recruiting faculty involving affirmative action. He added that collegiate and departmental evaluations and reviews are of concern to both faculty and administration. Faculty have been taking an increasingly active part with respect to peer review committees.

Mr. Carew said students in general tend to show a stronger desire to have a greater voice in decision-making bodies at the university. The governance, faculty matters, and student affairs panel has been and will continue to be involved in studying relationships between dormitory living and academic success. Within two weeks this panel will be joining with the undergraduate education panel to discuss this matter. He
added that this panel also hopes to consider a number of aspects of student services and programs for the disadvantaged.

Summary

President Petersen expressed the appreciation of the board to each of the panels for taking on the very important, additional responsibility of reporting on university educational directions. She emphasized that education today must have vision and it cannot just happen automatically. It must happen in structured ways. She said she hoped that upon completion of the committee's task that each of the panel members will have experienced renewal, also. She again thanked each panel member for their contributions.
IOWA STATE UNIVERSITY

The following business pertaining to Iowa State University was transacted on Thursday, September 15, 1977.

SALE OF $3,600,000 ACADEMIC BUILDING REVENUE BONDS, SERIES I.S.U. 1977.

The Board Office reported that the 1977 legislature in Senate Concurrent Resolution 30 authorized the issuance of $15,515,000 in bonds for utility-type projects at the universities. Some $8,775,000 of these bonds were sold for the University of Northern Iowa at the board's July 28th meeting. The remainder of the authorization, $3,600,000 for Iowa State University and $3,140,000 for the University of Iowa, is scheduled to be sold at the September meeting.

The Board Office reported that this issue will fund these projects:

<table>
<thead>
<tr>
<th>Project Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Chilled Water System Additions (including a new centrifugal chiller and cooling tower)</td>
<td>$2,620,000</td>
</tr>
<tr>
<td>Breeching Extensions - Steam Generators #5 and #6</td>
<td>150,000</td>
</tr>
<tr>
<td>Repair Turbine Generators #1 and #4</td>
<td>140,000</td>
</tr>
<tr>
<td>Miscellaneous Utility Extensions</td>
<td>290,000</td>
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<td>Sanitary and Storm Sewers</td>
<td>85,000</td>
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<tr>
<td>Steam Tunnels and Condensate Returns</td>
<td>160,000</td>
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<td>Power Factor Improvements</td>
<td>120,000</td>
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<tr>
<td>Administrative and Legal Charges</td>
<td>35,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$3,600,000</strong></td>
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</table>

The Board Office reported that:

1. Bonds will be dated October 1, 1977 in coupon denominations of $5,000 each. Bonds shall bear interest from the date thereof with the first interest payment being made January 1, 1978 and semi-annually thereafter on the first days of July and January each year. Bonds will mature in numerical order with the first principal payment being $200,000 on July 1, 1980 and $200,000 on July 1 of each of the years 1981 through 1997 inclusive. The type of bonds utilized by the board for academic revenue bonds is essentially 20-year even principal bonds.

2. Bonds are callable on or after July 1, 1990 upon terms of par and accrued interest plus a premium of 2% of the principal amount of any such bonds called for redemption.

3. Paying agents are the treasurer of Iowa State University or at the option of the holder at the principal office of the Citibank, N.A., New York, New York, and Continental Illinois National Bank and Trust Company of Chicago, Illinois.

4. The university acts as bond registrar.

5. Investment of bond funds is limited to direct obligations of the United States Government.
6. Other sections of the resolution include provisions on audit, on the
arbitrage requirements of the Internal Revenue Service, on how the
bonds can be modified by consent of the bond holders, etc. All these
provisions are standard to all prior academic revenue bond resolutions.

President Petersen called the meeting to order at 11:00 a.m., Central
Daylight Saving Time, September 15, 1977 in the Hawkeye Room, Iowa
Memorial Union, University of Iowa. The roll being called, there were
present Mary Louise Petersen, president, in the chair, and the following
board members: Bailey, Barber, Belin, Brownlee, Harris, Shaw, Slife,
Wenstrand.

President Petersen stated that this meeting was for the purpose of receiving
separate sealed bids on sale of $3,600,000 Academic Revenue Bonds, Series
I.S.U. 1977, of the State Board of Regents of the State of Iowa.

President Petersen requested the filing of all sealed bids. Bond
Consultant Paul D. Speer responded that six sealed bids had been filed.
President Petersen then made a second, and then a third and final call for
sealed bids. She then announced the closing of receipt of sealed bids.

President Petersen then directed the executive secretary to open the
sealed bids and directed Mr. Speer to read the bids. The bids follow:

<table>
<thead>
<tr>
<th>Bidders</th>
<th>Net Interest Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>John Nuveen &amp; Co., Inc. - Chicago and Merrill Lynch, Pierce, Fenner &amp; Smith, Inc. - New York - Joint Managers</td>
<td>4.9245%</td>
</tr>
<tr>
<td>Carleton D. Beh Co. - Des Moines - Manager</td>
<td>5.0313%</td>
</tr>
<tr>
<td>Bache Halsey Stuart Shields, Inc. - New York and L.F. Rothschild, Unterberg, Towbin - New York - Joint Managers</td>
<td>5.05021%</td>
</tr>
</tbody>
</table>

President Petersen then directed Mr. Speer and Mr. McMurray to
calculate the bids on the issue. Mr. Speer, after consideration,
recommended the board accept the bid of John Nuveen & Co., Inc., Chicago and Merrill Lynch, Pierce, Fenner & Smith, Inc. - New York - Joint Managers at a net interest rate of 4.9245%.

MOTION: This being the time and place fixed by published notice, the Board took up for consideration the matter of bids for the purchase of $3,600,000 Academic Building Revenue Bonds, Series I.S.U. 1977, of said Board. After all sealed bids had been

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opened, the results thereof were incorpo-
ated in a resolution entitled "Resolution
providing for the sale and award of $3,600,000
Academic Building Revenue Bonds, Series I.S.U.
1977, and approving and authorizing the
agreement of such sale and award," which
was introduced and caused to be read. Member
Slife moved that said resolution be adopted,
seconded by Member Harris, and the roll being
called the following voted:
Aye: Bailey, Barber, Belin, Brownlee, Harris,
    Shaw, Slife, Wenstrand, Petersen.
Nay: None.
Whereupon the President declared said resolution
duly adopted and signed her approval thereto.

MOTION:
The Board took up for consideration the matter
of authorizing and issuing $3,600,000 Academic
Whereupon Member Belin introduced and caused
to be read a resolution entitled "A Resolution
authorizing and providing for the issuance
and securing the payment of $3,600,000
Academic Building Revenue Bonds, Series I.S.U.
1977, for the purpose of defraying the cost
of a centrifugal chiller and cooling tower
and miscellaneous utility and remodeling
work on the campus of the Iowa State University
of Science and Technology," and moved that
said resolution be adopted. Member Harris
seconded the motion and after due considera-
tion by the Board the President put the
question on the motion and upon the roll being
called the following voted:
Aye: Bailey, Barber, Belin, Brownlee, Harris,
    Shaw, Slife, Wenstrand, Petersen.
Nay: None.
Whereupon the President declared the motion
duly carried and said resolution adopted.

MOTION:
Mr. Bailey moved the board return all
certified checks submitted by bidders except
for that of John Nuveen & Co., Inc. and
Associates. Mr. Wenstrand seconded the
motion and it passed unanimously.

MOTION:
Mr. Bailey moved the board employ the firm
of McCladrey, Hansen, Dunn and Company of
Des Moines, Iowa as bond auditor. Mr.
Wenstrand seconded the motion and it passed
unanimously.
REGISTER OF PERSONNEL CHANGES. The actions reported in the Register of Personnel Changes for the month of August 1977 were ratified by the board.

APPOINTMENT OF UNIVERSITY ADMINISTRATOR. The board was requested to approve the following appointment:

Rex L. Frazer, Professor and Chairman of Military Science, effective June 21, 1977. Salary from the United States Army (rank of lieutenant colonel). This appointment to academic rank is effective only during the period that Lieutenant Colonel Frazer is assigned to Iowa State University by the United States Army.

MOTION: Mr. Bailey moved the board approve the appointment of Rex L. Frazer at Iowa State University as shown above. Mr. Harris seconded the motion and it passed unanimously.

APPOINTMENT OF UNIVERSITY ADMINISTRATOR. The board was requested to approve the following appointment:

Roger F. Strand, Professor and Chairman of Air Force Aerospace Studies, effective September 1, 1977. Salary from the United States Air Force (rank of Colonel). This appointment to academic rank is effective only during the period that Colonel Strand is assigned to Iowa State University by the United States Air Force.

MOTION: Mr. Bailey moved the board approve the appointment of Roger F. Strand at Iowa State University as shown above. Mr. Harris seconded the motion and it passed unanimously.

APPOINTMENT OF UNIVERSITY ADMINISTRATOR. The board was requested to approve the following appointment:

Ruth Deacon, Dean of the College of Home Economics, as Acting Head of the Department of Food and Nutrition, effective September 1, 1977, continuing until a permanent head is appointed. Salary as budgeted, 12 months' basis, plus annuity.
MOTION: Mr. Bailey moved the board approve the appointment of Ruth Deacon as shown above for Iowa State University. Mr. Harris seconded the motion and it passed unanimously.

ANNUAL REPORT OF RESIGNATIONS OF IOWA STATE UNIVERSITY FACULTY. The board was requested to approve the report of resignations of Iowa State University.

During the period covered by the report (July 1, 1976 through June 30, 1977), Iowa State University reported that 45 faculty members resigned from their positions. The 45 resignations noted in this report compared with 48 resignations for the previous year.

MOTION: Mrs. Belin moved the board accept the annual report of resignations at Iowa State University. Mr. Bailey seconded the motion and it passed unanimously.

FRILEY HALL RENOVATIONS. The board was requested to: 1) approve the project as described by the university an an estimated project budget of $500,000; and 2) grant authority to Iowa State University subject to approval by the Board of Regents to enter into an agreement with Brooks, Borg and Skiles, Des Moines, Iowa for architectural services on the project and then to proceed with design and preparation of contract documents.

The Board Office reported that at the March meeting the board approved an agreement for architectural services for a study of the feasibility of renovating the north wing of Friley Hall. That feasibility study has now been completed.

The university noted that this project is intended as the first of six to eight phases to continue the upgrading through the remaining units of Friley Hall. The units that would be renovated were basically constructed in 1939 and 1942. Each renovation period will be during the spring quarter and summer session or a six-month period of continuous construction time. Only work which can be accomplished during that time will be undertaken in each phase.

The phase of the project involves five floors of the north unit which includes 87 rooms and accommodates a total of 210 students. This unit was built in 1939 and is the oldest unimproved unit of the complex.

Cost of the renovation is estimated to be $500,000, coming from Dormitory System Surplus Funds. The university indicated to the Board Office that its balance in the surplus fund as of the end of July was $1,036,000.

In the dormitory report submitted in February, the university indicated it intended to carry out improvements totalling $789,000 during this fiscal year. This project was included in that total at a $400,000 level.
The university reported that the total Friley complex contains approximately 374,000 gross square feet. The current operating capacity is 1,438 students. This is an expanded capacity well above the design capacity of 1,289.

President Petersen asked if students would be aware of the renovations to best accommodate their needs. Vice President Moore reported that students would be alerted to what was going on.

**MOTION:** Mrs. Belin moved the board:

1) approve the project as described by the university and an estimated project budget of $500,000 coming from Dormitory System Surplus Funds; and 2) grant authority to Iowa State University subject to approval by the Board of Regents to enter into an agreement with Brooks, Borg and Skiles, Des Moines, Iowa for architectural services on the project and then to proceed with design and preparation of contract documents. Mr. Barber seconded the motion and it passed unanimously.

**VETERINARY MEDICINE FACILITIES - ANIMAL RESOURCES STATION - ADDITIONAL COMPENSATION FOR ENGINEER.** The board was requested to approve an increase of $7,000 in the maximum limit of compensation for engineering services on this project to provide for payment of extra services requested by the owner.

The Board Office reminded members of the board that in April of 1975 they approved a contract with Norval H. Curry, consulting engineer, Ames, Iowa, to provide services for the Animal Resources Station on property known as the Ames Farm. Maximum compensation was set at $50,000 for the complete project.

The owner requested certain alterations in the plans to provide a change in the design of the swine facilities. This change came about because of the threat of pseudo rabies. The university negotiated with the engineer to provide that the cost of these additional design services would be no more than $7,000 based upon the hourly rates set forth in Section B.1 of the agreement. These rates are $150 per day for Mr. Curry and $100 a day for Mr. Wille. Other employees would be at their base wage scale as defined in Article 4 plus 100% markup for overhead costs.

The Board Office reported that this change would increase the maximum limit of compensation from $50,000 to $57,000.

**MOTION:** Mr. Bailey moved the board approve an increase of $7,000 in the maximum limit of compensation for engineering services on this project to provide for payment of extra services requested by the owner. Mr. Shaw seconded the motion and it passed unanimously.
IOWA STATE UNIVERSITY  
September 15-16, 1977

VETERINARY MEDICINE TRAINING AGREEMENT WITH THE UNITED STATES BUREAU OF INDIAN AFFAIRS. The board was requested to approve the Veterinary Medicine Training Agreement with the United States Bureau of Indian Affairs.

The Board Office reported that this agreement would obligate Iowa State University to provide a minimum quota of one place in the class entering the College of Veterinary Medicine in 1977 and each year thereafter. The students admitted under these provisions must meet Iowa State admission requirements for the College of Veterinary Medicine. Under the terms of this agreement, Iowa State University would consider only the applications of those individuals approved by the United States Bureau of Indian Affairs. No Bureau of Indian Affairs applicant would be admitted if less qualified than the least qualified of the Iowa residents admitted according to the admissions standards of the College of Veterinary Medicine and Iowa State University.

It was noted by the Board Office that the United States Bureau of Indian Affairs will pay Iowa State University $11,000.00 for each student enrolled under this contract up to the total quotas. Students enrolled under this contract will pay Iowa State University the registration fee assessed residents of the state of Iowa. The contract fee will be subject to biennial review by Iowa State University.

The Board Office stated that the figure charged in the contract of $11,000.00 covers the full cost and is consistent with the amount charged in other similar contracts at Iowa State University involving the College of Veterinary Medicine.

MOTION: Mrs. Belin moved the board approve the Veterinary Medicine Training Agreement with the United States Bureau of Indian Affairs. Mr. Harris seconded the motion.

Regent Bailey asked if the action recommended presented any problem with upsetting the out-of-state tuition situation. President Parks commented that the university would follow the same guidelines as if the university would be dealing with a student from a foreign country. The charge will be the same as it would be of a resident from another state. He added that the Bureau of Indian Affairs would pay Iowa State the same amount of money as the state of Nebraska would pay, for example, for a student.

Regent Bailey asked if it would be better to have the student pay the out-of-state tuition and then have the Bureau of Indian Affairs reimburse the student rather than the way President Parks proposed. In response, Assistant to President Henry reported that Iowa State University was proposing to keep the agreement as close as possible to the same wording as used by other states. In order to maintain that parallel structure and treatment, the university has used the same language. In view of that, Regent Bailey withdrew his concern and encouraged board approval of the program.

President Petersen said the board wants to be sure that this contract does not in any way put it in any kind of jeopardy.

Assistant to President Henry said the university does not consider the proposed agreement to insinuate the financing of aid for a particular
group. It simply provides an opportunity for an Indian student to study veterinary medicine. Assistant to the President Henry admitted that the Bureau of Indian Affairs may well select an Iowa resident. Mr. Henry added that if the agreement works satisfactorily, it may be possible to negotiate with the Bureau of Indian Affairs, after proper approval, to increase the quota for each year after 1977.

Vice President Christensen said Iowa State University is anxious to put this agreement into effect. If approved, Iowa State University would be the only school in the country to have such an arrangement. He added that this arrangement could encourage other schools to be of service to those in need on the reservations.

VOTE ON MOTION: The motion passed unanimously.

REGISTER OF CAPITAL IMPROVEMENT BUSINESS TRANSACTIONS. Executive Secretary Richey reported the Register of Capital Improvement Business Transactions for the period of July 30 through September 16, 1977 had been received by him, was in order, and recommended approval.

The board was requested to: 1) approve the register; 2) approve the issuance of a change order in the amount of $69,253.00 to Story Construction Company on Veterinary Medicine Facilities - Animal Resource Station; (This change order comes about because of additional funds received for the project from an industry grant.) and 3) approve a contract for engineering services with Shive-Hattery and Associates, Consulting Engineer, Des Moines, Iowa with a maximum upset figure of $24,700.00 to provide engineering services for an intercollegiate running track.

The following construction contracts were awarded by the executive secretary and recommended for board ratification:

**Accessibility Modifications for Orthopedically Handicapped - Phase II**

- Beardshear Hall Elevator
  - Award to: Schumacher Elevator Company, Denver, Iowa
  - $94,000.00

- Curtiss Hall Elevator
  - Award to: Steel Sales and Leasing Limited, Des Moines, Iowa
  - $95,598.00

- Towers Dormitory Caulking
  - Award to: Frank McGill, Inc., Omaha, Nebraska
  - $53,971.00

**Engineering Research Institute - Shops Relocation**

- Award to: Sweeney, Manning, Sievert Mechanical Contractors, Inc., Granger, Iowa
  - $17,500.00

**C. Y. Stephens Auditorium - Partial Room Replacement and Repair - 1977**

- Award to: Newton Sheet Metal, Inc., Newton, Iowa
  - $64,683.00

(An irregularity in the bid was waived because although the proper equal employment opportunity forms were not initially submitted, all requested forms were submitted the day after the bid opening. In addition, this firm was already on file with the Compliance Office, having done work previously for the board.)
The following revised or amended project budgets were presented for approval:

**Accessibility Modifications for Orthopedically Handicapped - Phase II**

Beardshear Hall Elevator and Curtiss Hall Elevator  
Source of Funds: 67th G.A. Capital Appropriation $400,000  
(No change in amount)

**Towers Dormitory Caulking**  
Source of Funds: Dormitory System Surplus Fund $85,000  
(No change in amount)

**Engineering Research Institute - Shops Relocation**  
Source of Funds: Overhead Reimbursement for Use of Facilities $56,200  
(No change in amount)

**C.Y. Stephens Auditorium - Partial Roof Replacement and Repair - 1977**  
Source of Funds: 1977-78 RR&A Funds $75,000  
(No change in amount)

The following special contract matters were presented the board:

**Veterinary Medicine Facilities - Animal Resource Station**  
The university submitted for approval a revised project budget $91,000 above that previously approved by the board for a new project total of $1,371,000. The $91,000 comes from a grant offered by Chromalloy Pharmaceutical, Inc., of St. Louis, Missouri, which is a manufacturer of veterinary pharmaceutical materials.  
The university also requested approval of a contract change order in the amount of $69,253 which, as the board was informed at its July meeting, reinstates several deduct alternates which were taken at the time of the bid opening in July to enable the contract to be awarded within the then existing project budget. This change order would be funded from the grant funds. The balance, or $21,747 of that grant, has been allocated to project fencing ($15,000) and contingencies and miscellaneous ($6,747).

**Engineering Services Contract with Shive-Hattery and Associates,**  
Consulting Engineer, Des Moines, Iowa  
At the July meeting the board authorized Iowa State University to negotiate for design services for the construction of a new inter-collegiate running track. The project contemplates the construction of a new nine-lane track to be located west of the existing baseball diamonds on the former site of the horticulture farm. The university has now negotiated a contract with Shive-Hattery and Associates of Des Moines. The estimated cost of the running track for negotiation purposes is assumed to be about $300,000, although this cost is subject to further definition by the engineer. Source of funds would be the University Athletic Council.

The Board Office reported that the contract with Shive-Hattery closely follows the standard agreement between owner and engineer which is now in the final stages of development by the Interinstitutional Construction Contracts Committee. The basic terms of the contract were presented in material presented the board by the institution.
The university reported that total compensation due under the agreement should not exceed $24,700. It was noted that the contract contemplated the engineer doing soil boring, testing and analysis and staking, which are services normally done under a separate contract. The university felt that the amount worked out with Shive-Hattery was acceptable when the services being provided under the contract are considered.

The university indicated that it intends to report to the board with an estimated project budget and a request for authorization to receive bids as soon as the preliminary design and statement of probable construction costs have been developed by the engineer and approved by the university.

MOTION: Mr. Slife moved the board approve the Register of Capital Improvement Business Transactions for the period of July 30 through September 16, 1977; ratify award of the construction contracts approved by the board's executive secretary; approve the revised or amended project budgets; approve the issuance of a change order in the amount of $69,253.00 to Story Construction Company on Veterinary Medicine Facilities - Animal Resource Station which comes about because of additional funds received for the project from an industry grant; approve a contract for engineering services with Shive-Hattery and Associates, Consulting Engineer, Des Moines, Iowa, with a maximum upset figure of $24,700.00 to provide engineering services for an intercollegiate running track; and authorize the executive secretary to sign all necessary documents. Mr. Harris seconded the motion.

Regent Bailey asked for more information pertaining to the intercollegiate running track proposal. Vice President Moore reported that nine lanes are recommended. Assistant Vice President Madden reported that the Big 8 track meets will be held there and they will be triangular meets, needing three lanes for each school in the competition. Vice President Moore added that the estimated cost includes dressing room facilities, too.

Vice President Moore reported that the services for the intercollegiate running track are being negotiated by the university's own physical plant personnel. He added that they are attempting to negotiate for the fairest price obtainable.

VOTE ON MOTION: The motion passed unanimously.

President Petersen asked board members and institutional executives if there were additional matters to be discussed pertaining to Iowa State University.
FUTURE DOCKET ITEMS. Vice President Moore commented with respect to some items the university will be presenting the board at its October meeting. He said the university will have a docket item requesting approval to raze certain buildings on the campus.

Another docket item to be discussed next month involves the rental of area extension office space in Sioux City. The current rental agreement expires January 28, 1978 and the area office extension director has been looking throughout Sioux City for space due to the fact that the present rent would increase 35-40% with an escalation clause. The extension director has presented the university with alternatives to the current agreement.
The following business pertaining to the University of Northern Iowa was transacted on Thursday, September 15, 1977.

CAPITAL PROJECT HEARING - COAL-FIRED BOILER REPLACEMENT AND AUXILIARIES. The board was requested to hold a public hearing on proposed plans, specifications, and form of contracts for the project Coal-Fired Boiler Replacement and Auxiliaries.

President Petersen called the meeting to order at 1:00 p.m., Central Daylight Time, September 15, 1977, and the roll being called, there were present Mary Louise Petersen, president, in the chair, and the following named board members: Bailey, Barber, Belin, Brownlee, Harris, Shaw, Slife, Wenstrand.

The president then stated that this was the day, time and place set for a hearing on the proposed plans, specifications and proposed form of contracts for the following project: Coal-Fired Boiler Replacement and Auxiliaries.

President Petersen asked whether there were any present who desired to register objections concerning either the proposed plans and specifications or proposed form of contract on the project. No objections were filed.

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

REGISTER OF PERSONNEL CHANGES. The board was requested to ratify the following actions on the Register of Personnel Changes for the months of July and August 1977 for the University of Northern Iowa:

Appointment

David L. Walter, Engineering Services Director, effective July 1, 1977 at $26,000 annually.

Change of Status

Richard S. Douglas from Director of Personnel Services to Director of Business and Personnel Services, effective July 1, 1977, no change in salary.
Change of Status

Philip C. Jennings, Business Manager, tenure to temporary, effective July 1, 1977. Mr. Jennings has retired and will be working on an hourly temporary basis in the business office.

In absence of objections, President Petersen ratified the actions reported in the Register of Personnel Changes for the board.

ANNUAL REPORT OF RESIGNATIONS AT THE UNIVERSITY OF NORTHERN IOWA. The board was requested to accept the university's annual report of resignations for the period of July 1, 1976 through June 30, 1977.

The university had 31 faculty resignations during the period of July 1, 1976 through June 30, 1977. Last year's 31 resignations at the university compared with 27 resignations the previous year.

Regent Harris noted that one of the faculty's reasons for leaving the university was for better salary. He asked if Iowa's institutions are competitive salary-wise. President Petersen said there is great competition for excellence in the universities. She said the board lost some ground a few years ago with respect to salaries of faculty in its institutions but in recent years has made some progress. The board is not as competitive as it would like to be, however.

In absence of objections, President Petersen accepted the university's annual report of resignations for the period of July 1, 1976 through June 30, 1977.
REGISTER OF CAPITAL IMPROVEMENT BUSINESS TRANSACTIONS. Executive Secretary Richey reported the Register of Capital Improvement Business Transactions for the period of July 19 to September 2, 1977 had been received by him, was in order, and recommended approval.

The following construction contract award was recommended for approval:

Speech/Art Complex Road
Award Recommended to: Dale J. Clark Contracting Company, Waterloo, Iowa, Alt. #1 $106,862.03
(This includes the construction of both the road and lots with Portland Cement Concrete.)

The Board Office reported that the project description for the parking lots is under the new project in this register entitled "Music Building Parking Lot." Source of funds for the road is the Institutional Road Fund while parking lot work utilizes the Reserve Parking Lot Fund.

Assignment of the cost to the project involved follows:

Speech/Art Complex Access Road $63,073.13
Music Building Parking Lot $43,788.88

Coal-Fired Boiler
The Board Office reported that the university opened bids on the first contract for the coal-fired boiler on September 6. Four bids were received. Because of the complexities in analyzing these bids, it was noted that a recommendation most likely would not be made until the October board meeting. The Board Office said it was probably that the executive secretary may be able to make the award early in October as at this point award is probable to the low bidder and award can be made within the project budget. There are, however, a number of details to be worked out with the bidder.

The following contract change order was reported:

Sound System to the Directing Practice Room to the Speech/Art Building
Source of Funds: Strayer-Wood Theater Equipment Fund

The Board Office reported that this was a $28,000 project approved by the board at its June meeting. The university has now determined that a change order to the existing sound system contractor, Communications Engineering Company, would be more advantageous to the university than competitive bids. There are numerous areas where interconnection and coordination between the two sound systems in the building is required. Each of these interconnections present problem areas between two different contractors if the work is not accomplished on a change order basis. Each interconnection point further presents a possible warranty problem because two separate contractors might blame each other for operational problems in joint responsibility areas. The university requested approval of a change order S-2 with Communications Engineering Company for $25,321.
The following revised project budgets were recommended for approval:

**Speech/Art Complex Access Road**  
Source of Funds: Institutional Road Funds ($77,500) $ 78,000  
Institutional RR&A ($500)  
(Original budget was $61,000.)

The following new projects were recommended for approval:

**Music Building Parking Lot**  
Source of Funds: Reserved Parking Fund $ 65,000

**Building Modifications for Handicapped Accessibility - Phase II**  
Source of Funds: Capital Improvement 67th General Assembly $225,000

**MOTION:**  
Mr. Slife moved the board approve the Register of Capital Improvement Business Transactions for the period of July 19 to September 2, 1977; approve the construction contract award recommended above; approve the issuance of the change order in the amount of $25,321 to Communications Engineering Company for installation of the sound system in the directing practice room of the Speech/Art Building; approve the revised project budget shown above; approve the new projects as shown above; and authorized the executive secretary to sign all necessary documents. Mrs. Belin seconded the motion and it passed unanimously.

**PROPOSED EASEMENT WITH CITY OF CEDAR FALLS FOR CONSTRUCTION OF A SANITARY SEWER.** The board was requested to approve the granting of two easements to the city of Cedar Falls for construction of a sanitary sewer along the north campus on an east/west line.

The Board Office reported that the city of Cedar Falls has requested an easement with the board in connection with its 20th Street sanitary sewer project. Consideration for the easement is $1 and the new sanitary sewers will be of greater dimension than the old and will constitute a potential benefit to the university because of the larger capacity to handle requirements.

None of the costs of this sewer shall be assessed against the state. The city may charge a connection charge to the user of this sewer when connection is made to the sanitary sewer.

The Board Office reported that the easement contained the new "hold harmless" clause which will now be standard on all such easements. The easement is subject to approval of the State Executive Council.
Regent Wenstrand asked for a definition of the "hold harmless" clause. Regent Bailey explained that a few months ago it was apparent that there might be some instances where the board might incur a financial loss with respect to an easement granted as a courtesy by the board. The clause was therefore revised so the board would be held harmless against any claim that results from such easements.

**MOTION:**

Mr. Bailey moved the board approve an easement between the State Board of Regents and the city of Cedar Falls for the construction and maintenance of a sanitary sewer along the North Campus on an east/west line between Merner Avenue and Campus Street. Mr. Harris seconded the motion and on roll call the following voted:

*AYE:* Bailey, Barber, Belin, Brownlee, Harris, Shaw, Slife, Wenstrand, Petersen.

*NAY:* None.

*ABSENT:* None.

The motion carried.

**MOTION:**

Mr. Bailey moved the board approve an easement between the State Board of Regents and the city of Cedar Falls for the construction and maintenance of a sanitary sewer along the North Campus on an east/west line between Campus Street and Hudson Road. Mr. Harris seconded the motion and on roll call the following voted:

*AYE:* Bailey, Barber, Belin, Brownlee, Harris, Shaw, Slife, Wenstrand, Petersen.

*NAY:* None.

*ABSENT:* None.

The motion carried.

**REPORT ON COURT DECISION - MARION CHRISTOPHER.** The board was requested to accept the report on the Marion Christopher equal pay suit rendered by the United States Court of Appeals which affirmed the decision of the United States District Court exonerating the University of Northern Iowa and the State Board of Regents from any wrongdoing with reference to the plaintiff.

The university reported that the United States Court of Appeals for the Eighth Circuit on August 3, 1977 affirmed the decision of United States District Judge Edward J. McManus rendered on May 24, 1976 which directed that the suit against the university and the Board of Regents be dismissed. The plaintiff, Marion Christopher, supervisor of the Chemistry Department stockroom, failed to establish by a preponderance of evidence that she was paid at a lower rate than a male employee "for equal work on jobs the performance of which requires equal skill, effort, and responsibility, which are performed under similar working conditions."
The university reported that while the trial court noted that the two jobs cited for comparison might be said to be somewhat comparable, they are not of substantial equality as a result of a difference between campus-wide and departmental responsibility and effort.

The decisions from both the District and the Appeals Court noted that the Equal Pay Act was not intended as authority for "the courts to engage in wholesale evaluation of an employer's pay structure in order to enforce their own conceptions of economic worth."

President Kamerick said he didn't feel the case would go on to the Supreme Court but that, of course, could change.

In absence of objections, President Petersen accepted the report on the Marion Christopher equal pay suit rendered by the United States Court of Appeals which affirmed the decision on the United States District Court exonerating the University of Northern Iowa and the State Board of Regents from any wrongdoing with reference to the plaintiff.

President Petersen asked board members and institutional executives if there were additional matters to be raised for discussion pertaining to the University of Northern Iowa.

USER AGREEMENT TO UPGRADE CHICAGO AND NORTH WESTERN BRANCH LINE.

The board was requested to grant the university: 1) permission to proceed to enter into a user agreement with the Industrial Development Association of Cedar Falls, Iowa relative to the repair and upgrading of a segment of branch railroad line, as previously approved on July 28, 1977, subject to lease arrangements relating to railroad property utilized for unloading and storage purposes; and 2) approve an amendment to lease land for a coal unloading area with the Chicago and North Western Transportation Company.

The university reported that on July 28 the board approved the university's entrance into a user agreement arrangement, involving other local rail line users and the Department of Transportation (as then described more fully), subject to the ability to secure a noncancellable long-term lease of certain related properties.

The university has since been in negotiations with the railroad regarding both the cancellation clause and the extent of property actually used by the university under the existing lease arrangement. The current lease proposal covers a larger area than was previously provided for in our lease; but, the railroad has agreed to the same reasonable annual rental charge.

The university stated that it has not been as successful in securing an absolute noncancellable lease. There is considerable hesitation on the part of company representatives because of the nature of the request and because of the paperwork necessary to meet the university's request.
The following lease amendment was proposed by the company:

WHEREAS, the CHICAGO AND NORTH WESTERN TRANSPORTATION COMPANY, hereinafter called "Lessor", and the STATE BOARD OF REGENTS, STATE OF IOWA c/o UNIVERSITY OF NORTHERN IOWA, hereinafter called "Lessee", have entered into a lease agreement, dated August 6, 1970, identified as Lease No. 89414 at Cedar Falls, Iowa.

WHEREAS, it is now the intention of both parties to amend this lease; NOW, THEREFORE, Lessor and Lessee hereby agree that Lease No. 89414 shall be amended to cover the area shown in yellow outline on the attached print, dated August 18, 1977, and marked Exhibit "A", comprising approximately 47,465 square feet, for and during a term of four (4) years at a rental of $450.00 per annum, excluding taxes, effective August 1, 1977.

It is further agreed that Lessor will cancel this lease only in the event that the property is needed for railway operating purposes.

Other than those amended above, all other terms and conditions of the lease shall remain and continue in effect as written, including the right to cancel on thirty-days' written notice by either party.

The university reported that it was assured by the company that the last two paragraphs of the above have been used frequently under similar circumstances and found satisfactory. The effect seemed to be to retain the mutual 30-day cancellation rights while restricting the company's right of cancellation to cases where "the property is needed for railway operating purposes." The university believed that the likelihood of this clause ever being successfully utilized is remote. Therefore, the university proposed that the board accept the suggested amended lease wording as satisfying the last obstacle to its entering into this vital agreement. The university added that if the board accepted this proposal and is subsequently signed by the company, the university will then be able to execute a document to make available its share of the repair and upgrading costs.

Vice President Stansbury urged board approval of the amendment as it was favorable to the university.

MOTION: Mrs. Belin moved the board: 1) grant the university permission to proceed to enter into a user agreement with the Industrial Development Association of Cedar Falls, Iowa relative to the repair and upgrading of a segment of branch railroad line, as previously approved on July 28, 1977, subject to lease arrangements relating to railroad property utilized for unloading and storage purposes; and 2) approve an
amendment to lease land for a coal unloading area with the Chicago and North Western Transportation Company. Mr. Harris seconded the motion.

Regent Bailey asked how many dollars are involved and where they will be coming from. Vice President Stansbury responded that $82,000 will be advanced under Treasurer's Temporary Investment balances. That money is expected to come back to the university within five years, however, in the rebate system. That money will go back into the same fund.

VOTE ON MOTION: On roll call the following voted:
AYE: Bailey, Barber, Belin, Brownlee, Harris, Shaw, Sliife, Wenstrand, Petersen.
NAY: None.
ABSENT: None.
The motion carried.

President Petersen asked board members and institutional executives if there were additional matters to be discussed pertaining to the University of Northern Iowa. There were no additional matters raised for discussion.
The following business pertaining to the Iowa School for the Deaf was transacted on Thursday, September 15, 1977.

REGISTER OF PERSONNEL CHANGES. The actions reported in the Register of Personnel Changes for the months of July and August 1977 were ratified by the board.

APPROVAL OF AMENDED SCHOOL CALENDAR FOR 1977-78. The board was requested to approve the Iowa School for the Deaf's amended school calendar for 1977-78.

The Board Office noted that the amended calendar reflected a school closing date of May 26, 1978. This is one week earlier than the calendar approved by the board in February of 1977.

The Board Office explained that the reason for the institutional request was to satisfy complaints from parents and to provide the seniors with an opportunity to enter the labor market before most of the public schools complete their graduation. The days lost by moving the closing date back will be made up during the Thanksgiving and Christmas holidays. The students will complete the required 180 days of school prior to this proposed closing date.

MOTION: Mr. Harris moved the board approve the Iowa School for the Deaf's amended school calendar for 1977-78. Mr. Slife seconded the motion and it passed unanimously.

REGISTER OF CAPITAL IMPROVEMENT BUSINESS TRANSACTIONS. Executive Secretary Richey reported the Register of Capital Improvement Business Transactions for the months of July and August 1977 had been received by him, was in order, and recommended approval.

The Board Office reported that the only items on the register for the months of July and August involved three change orders on the Kitchen Addition project which total $8,157.75. This project is virtually complete with the exception that the completion date for the elevator work has been extended to October 14, 1977. The Board Office expects to bring a recommendation to the board at the October or November meeting for funds left over from this project. It is expected that those funds will be utilized toward remodeling of the second floor of the Main Building for a recreation area for students.
MOTION: Mr. Slife moved the board approve the Register of Capital Improvement Business Transactions for the months of July and August 1977 and authorized the executive secretary to sign all necessary documents. Mrs. Belin seconded the motion and it passed unanimously.

FINAL TITLE I BUDGET FOR 1977-78. The board was requested to approve the final Title I budget in the amount of $207,033.84 as submitted by the institution.

The Board Office reported that the institutional request for its final Title I budget was in accordance with the allocation of $207,033.84 as approved by the board at its June meeting. There have been no significant changes in the program content as set forth in the institutional narrative statement at that time. As indicated in June, the major emphasis is proposed to be directed to the most severely handicapped in a special learning disabilities unit.

It was indicated that the proposed budget consisted of funding for seven teachers for children with learning disabilities, three teacher's aides, four teachers to provide special services and eight "outreach teachers" for a period of four weeks. In addition, the budget included about $32,000 for administrative costs, travel, secretarial time, equipment, and other expense.

At the June board meeting it was pointed out that the allocation of Title I funds for 1977-78 amounted to a 27.4% increase over the allocation for 1976-77. With such a sizable increase for 1977-78, the Board Office noted that it may be questioned whether the budget level of about $207,000 will continue for 1978-79 or may incur a significant reduction. The Title I administrator in the Department of Public Instruction is of the opinion that funding will continue at about the same level for 1978-79 providing that the "hold harmless" clause is retained which assures that funding level for the state will not drop below the level provided in previous years. However, if the "hold harmless" clause is not retained to insure the same funding level for the state in 1978-79, it is possible that the amount allowed per child may drop from $589.84 to about $480. This would amount to a reduction of about 18% or $38,000. Such a reduction would amount to reduction in teacher staff of about three teachers or the equivalent when fringe benefits and administrative costs are taken into consideration. The Board Office indicated that if such a reduction in funding were to occur, it is likely that the institution would want to make the reduction, at least partially, in other areas such as teacher aides and equipment. According to the latest information from the Department of Public Instruction after contact with Washington officials, the "hold harmless" clause is still in the legislative bill under consideration, and it is speculated that the funding level for 1978-79 will be about the same as for 1977-78.

MOTION: Mr. Bailey moved the board approve the final Title I budget in the amount of $207,033.84 as submitted by the institution. Mrs. Belin seconded the motion.
Mr. Richey said expansion of this program is not in the base for federal fund loss replacement in future years. He warned the institution that there could be a cutback to the prior level of funding and Superintendent Giangreco commented that if that would occur the school would be able to manage.

VOTE ON MOTION: The motion passed unanimously.

REWIRING OF INFIRMARY. The Board Office recommended the board approve a new project funded from 1977 capital appropriations for fire safety which would rewire the Infirmary Building at the school.

The Board Office reported that the State Fire Marshal, in his inspection of the school in July of 1976, noted that all electrical wiring in the Infirmary Building shall meet National Electrical Code Standards. This involves extensive rewiring of the facility.

Virtually all of the work required from the fire marshal review is being accomplished under the contract awarded on July 1st. The two exceptions are the rewiring of the Infirmary Building and the work required in the Laundry Building which also includes new wiring. After the Food Service project is completed, the school will need to undertake a feasibility study of the continued function of the Laundry Building. The results of that report will determine whether or not the fire safety work in that building is to be carried out.

The Board Office reported that the school proposed to undertake the rewiring of the Infirmary Building. Estimated cost of the project is $25,000. Funds are available from the $95,000 appropriation granted to the school by the 1977 legislature.

Plans and specifications will be drawn by Wilscam & Mullins, Architects, Omaha, Nebraska under the board's existing contract with the firm for fire safety work. An addendum to that contract approved March 3, 1977 will not be necessary since the architect has indicated that this particular project can be carried out under the maximum fee of $11,370 for basic services and $1,500 for reimbursable expenses.

The Board Office reported that the Iowa School for the Deaf will bring back to the board for its approval a project description and budget prior to bidding.

MOTION: Mr. Barber moved the board approve a new project funded from 1977 capital appropriations for fire safety which would rewire the Infirmary Building at the Iowa School for the Deaf. Mrs. Belin seconded the motion and it passed unanimously.

President Petersen asked board members and institutional executives if there were additional matters to be discussed pertaining to the Iowa School for the Deaf.
SUPERINTENDENT'S REPORT. Superintendent Giangreco reported that the school has a stabilized enrollment of 330 students this year. He compared that to 354 students last year. He said he anticipates a graduating class of 24 students this year in comparison to a graduating class of 42 last year. About 20 students entered the school this year and some are still being evaluated.

Superintendent Giangreco reported that the new Kitchen Addition project was opened today.

The school had opthomologists from the University of Iowa check the eyes of the children. Superintendent Giangreco said this is the fifth year in a row that the school has had this program. He said the school appreciates the cooperation of the university in this regard.

Superintendent Giangreco reported that the school is cooperating very well with the State Department of Public Instruction. A program is now being established at the school whereby that department supplies some staff and some funding.
The following business pertaining to the Iowa Braille and Sight Saving School was transacted on Thursday, September 15, 1977.

REGISTER OF PERSONNEL CHANGES. The actions reported in the Register of Personnel Changes for the months of July and August 1977 were ratified by the board.

REGISTER OF CAPITAL IMPROVEMENT BUSINESS TRANSACTIONS. There were no items on the Register of Capital Improvement Business Transactions for the months of July and August 1977.

TITLE I CARRY-OVER FUNDS FROM 1976-77. The board was requested to approve a Title I budget for use of carry-over funds from 1976-77 in the amount of $7,994 for employment or contractual services of an occupational or physical therapist on a half-time basis.

The Board Office reported that an application form has been submitted to the Department of Public Instruction administrator of Title I funds for the use of 1976-77 carry-over funds to support a half-time occupational therapist. The objective of the program is to provide neuro-motor developmental assessment and therapy for visually-impaired, multi-impaired children.

The Board Office reported that the Department of Public Instruction expects to approve the project application and forward it to the Iowa Braille and Sight Saving School.

The Iowa Braille and Sight Saving School does not have funding for the remaining one-half position in its budget for 1977-78 to enable the employment of a full-time physical therapist; consequently, the institution is exploring the possibility of sharing a physical therapist with another agency in the neighborhood or obtaining half-time services on a contractual basis.

The Iowa Braille and Sight Saving School reported that it has several youngsters who are in need of the services of an occupational or physical therapist. Mr. Richey suggested that the University of Iowa may be able to assist in locating a person to provide half-time services.

MOTION: Mrs. Belin moved the board approve a Title I budget for use of carry-over funds from 1976-77 in the amount of $7,994 for employment or contractual services of an occupational or physical therapist on a half-time basis. Mr. Bailey seconded the motion.

Superintendent DeMott said the school doesn't anticipate any difficulty in obtaining a half-time person for the position.
VOTE ON MOTION:

The motion passed unanimously.

RENOVATIONS IN SUPERINTENDENT'S RESIDENCE. The board was requested to authorize the Iowa Braille and Sight Saving School to gain architectural services from Brown Healey Bock of Cedar Rapids, Iowa, for remodeling a portion of the superintendent's residence basement. The school would utilize its existing agreement with this firm for architectural services which was approved by the board in April of 1976 and which remains in force until April 1, 1978. This contract provides that the hourly rates to be charged ranges from $12.00 an hour for junior draftsman to up to $35.00 an hour for managing partners. Architectural services to be provided for this project would not exceed $1,400.

The Board Office reported that the superintendent's residence was constructed in 1957. Alterations made the last few years include renovation of the kitchen, insulation, addition of a rear entrance. The kitchen alterations did not come to the board for approval as that work was done by force labor. That project involved the deletion of a first floor bedroom.

The school now proposed to add a bedroom and a playroom/family area in the basement. Currently, the basement contains the washer and dryer and a furnace room. The residence now has two bedrooms and a third bedroom is needed for the family of Superintendent DeMott.

The Board Office reported that the school will bring back to the board the budget for this project before taking bids. Estimated project cost funded from institutional RR&A is in the neighborhood of $5,000.

The Board Office reported that the architectural services to be provided by Brown Healey Bock under its existing contract with the school would not exceed $1,400. The Board Office indicated that the school should make every effort to hold those costs well below that amount, as under any indication that amount translates to an excessive number of hours for this type of planning. Regent Bailey noted that $1,400 seemed high and President Petersen reiterated that figure represented the "ceiling" price and that it is hopeful that the cost will amount to substantially less than that.

Mr. Richey encouraged the school to inform the board of all renovations at the superintendent's residence. The deletion of a first floor bedroom a few years ago was done without prior board consultation due to the fact that the school's labor force was used. The request now before the board undoes the renovation done at that time as an extra bedroom is now being requested.

President Petersen then encouraged Superintendent DeMott to recommend any appropriate changes in his residence so that his family can be housed appropriately.
MOTION:

Mr. Bailey moved the board authorize the Iowa Braille and Sight Saving School to gain architectural services from Brown Healey Bock of Cedar Rapids, Iowa, for remodeling a portion of the superintendent's residence basement. The school would utilize the existing agreement with this firm for architectural services, which was approved by the board in April of 1976 and which remains in force until April 1, 1978. This contract provides that the hourly rates to be charged ranged from $12.00 an hour for junior draftsman to up to $35.00 an hour for managing partners. Architectural services to be provided for this project would not exceed $1,400. Mr. Bailey also moved that the Iowa Braille and Sight Saving School inform the board of all proposed renovations at the superintendent's residence. Mr. Barber seconded the motion and it passed unanimously.

President Petersen asked board members and institutional executives if there were additional matters to be discussed pertaining to the Iowa Braille and Sight Saving School. There were no additional matters raised for discussion.

ADJOURNMENT. The meeting of the State Board of Regents adjourned at 12:15 p.m., Friday, September 16, 1977.