

The State Board of Regents met on Thursday, December 18, 1997, at the West Des Moines Marriott Hotel, West Des Moines, Iowa. The following were in attendance:

December 18

Members of State Board of Regents

Mr. Newlin, President	All sessions
Ms. Ahrens	All sessions
Mr. Arenson	All sessions
Mr. Fisher	All sessions
Dr. Kelly	All sessions
Mrs. Kennedy	All sessions
Mr. Lande	All sessions
Mrs. Pellett	All sessions
Mrs. Smith	All sessions

Office of the State Board of Regents

Executive Director Richey	All sessions
Deputy Executive Director Barak	All sessions
Director Houseworth	All sessions
Associate Director Elliott	All sessions
Associate Director Racki	All sessions
Assistant Director Brodkey	All sessions
Assistant Director Tiegs	All sessions
Minutes Secretary Briggie	All sessions

State University of Iowa

President Coleman	All sessions
Provost Whitmore	All sessions
Vice President Jones	All sessions
Vice President True	All sessions
General Counsel Schantz	All sessions
Interim Director Stork	Arrived at 1:00 p.m.

Iowa State University

President Jischke	All sessions
Provost Kozak	All sessions
Vice President Hill	All sessions
Vice President Madden	All sessions
Executive Assistant to President Dobbs	All sessions
Director Bradley	All sessions
Director McCarroll	All sessions
Associate Director Steinke	All sessions

University of Northern Iowa

President Koob	All sessions
Provost Marlin	All sessions
Vice President Conner	All sessions
Executive Assistant to President Gadelmann	All sessions
Director Chilcott	All sessions
Assistant Director Saunders	All sessions

Iowa School for the Deaf

Superintendent Johnson	All sessions
Director Heuer	All sessions
Interpreter Reese	All sessions

Iowa Braille and Sight Saving School

Superintendent Thurman	All sessions
Director Woodward	All sessions

GENERAL

The following business pertaining to general or miscellaneous business was transacted on Thursday, December 18, 1997.

President Newlin stated that President Coleman, State University of Iowa, has been elected to the Institute of Medicine. She is joining several other University of Iowa faculty in this prestigious national organization including Dean Kelch, College of Medicine, Dr. Jennifer Niebyl and Dr. Michael Welsh. President Newlin expressed the Board's congratulations to Dr. Coleman for this great honor.

President Newlin stated that President Jischke, Iowa State University, has been elected as chair of the National Association of State Universities and Land Grant Colleges for 1997-98. He said this honor to a large degree recognizes the progress that has been made at Iowa State University, the land grant institution, which has been guided by the Board of Regents and the Iowa State University strategic plan. He stated that Dr. Jischke has also recently been elected to the National Merit Scholarship Appropriation Board of Directors. President Newlin offered the Board's congratulations to Dr. Jischke.

President Newlin expressed appreciation for the notes and well wishes he received during his recuperation from hip surgery.

APPROVAL OF MINUTES OF BOARD MEETING OF NOVEMBER 18-19, 1997. The Board Office recommended the Board approve the minutes.

President Newlin asked for additions or corrections to the minutes.

MOTION: Regent Arenson moved to approve the minutes of the November 18-19, 1997, meeting, as written. Regent Lande seconded the motion. MOTION CARRIED UNANIMOUSLY.

INTERINSTITUTIONAL COMMITTEE ON EDUCATIONAL COORDINATION. (a) Center Name Change for the Social and Behavioral Research Center for Rural Health, Iowa State University. The Board Office recommended the Board approve the proposed name change of the Iowa State University Social and Behavioral Research Center for Rural Health to the Institute for Social and Behavioral Research.

Iowa State University officials requested a change in the name of the Social and Behavioral Center for Rural Health to the Institute for Social and Behavioral Research as much more encompassing title. The Interinstitutional Committee will need to ensure that the proposed change does not result in unnecessary duplication with similar efforts at the other two Regent universities and to explore possibilities for collaboration and cooperation.

The reasons for the proposed change primarily relate to the “expanding scope” of the center which now concerns not only rural populations but also evaluates some health issues in urban settings. A change in the center’s name could foster additional opportunities for external funding.

MOTION: Regent Arenson moved to approve the proposed name change of the Iowa State University Social and Behavioral Research Center for Rural Health to the Institute for Social and Behavioral Research. Regent Fisher seconded the motion. MOTION CARRIED UNANIMOUSLY.

(b) Center Name Change for the Iowa State University Industrial Assessment Center, Iowa State University. The Board Office recommended the Board approve the proposed name change of the Iowa State University Energy Analysis and Diagnostic Center to the Iowa State University Industrial Assessment Center.

Iowa State University officials requested approval to change the name of the Iowa State University Energy Analysis and Diagnostic Center to the Iowa State University Industrial Assessment Center. This project is part of a national program at 30 universities sponsored by the U. S. Department of Energy and the University City Science Center. The sponsors have asked that the individual centers change their name consistent with the name of the national center.

The name change reflects an expanded focus of the centers beyond energy issues to include waste minimization and industrial productivity.

MOTION: Regent Arenson moved to approve the proposed name change of the Iowa State University Energy Analysis and Diagnostic Center to the Iowa State University Industrial Assessment Center. Regent Ahrens seconded the motion. MOTION CARRIED UNANIMOUSLY.

REPORT ON MEETING OF THE IOWA COORDINATING COUNCIL FOR POST-HIGH SCHOOL EDUCATION. The Board Office recommended the Board receive the oral report from Dr. Barak.

Director Barak stated that the Iowa Coordinating Council for Post-High School Education met on December 10. The council approved a number of new programs for colleges and institutions. The council members discussed at some length the report of the Access Education Commission. The Coordinating Council took action with respect to the recommendation of the Access Education commission that a group should be established to advise the higher education community on distance learning needs and to coordinate non-academic activities related to distance learning. He stated that many

of the members felt that the Coordinating Council itself should take a more active role in this regard by inviting a group of business executives to advise the Coordinating Council, as opposed to establishing a whole new group. The executive committee of the Iowa Coordinating Council for Post-High School Education was asked to develop a recommendation that would incorporate the thoughts of the council members at this meeting. The executive committee will be making a recommendation for a group that would advise the Coordinating Council on business needs in the state.

Director Barak asked President Koob to address the Coordinating Council's discussion of the strategic planning report of its strategic planning committee.

President Koob stated that the strategic planning committee for the Coordinating Council has been struggling for a couple of years with the issue of cost. There has been a continuing controversy about cost among the different sectors of higher education. The strategic planning committee made a proposal to the Iowa Coordinating Council for Post-High School Education for a common definition of cost. The proposal defines resources which would be tax support, tuition support, and philanthropic support as the three major sources of revenue for higher education. Financial aid comes from a variety of the same resources although the actual expenditure on financial aid would not be included recognizing that for the state-supported institutions income and expenditures have to balance out at the end of the year in terms of the operating budgets. Costs would be limited to non-capitals and to operating budgets.

President Koob stated that the proposal regarding cost definition engendered approximately an hour's discussion about the importance of this effort and the type of data that might be available. The Iowa College Student Aid Commission has virtually all of the data at hand. The IPEDS data of the College Student Aid Commission does not directly reconcile to the way in which data is kept in the Board Office. Therefore, at some point, Regent representatives will have to either develop a correspondence table between the IPEDS data and the way in which the Regents data is collected and reported, or argue with the Coordinating Council that another source of information ought to be used to develop the uniform cost reports.

The belief of the Coordinating Council members was that if a uniform cost per student in Iowa higher education could be established it would be a benchmark against which the institutions could "sell" themselves. President Koob said the information could also be included in various public relations documents so there would be less confusion among consumers about charges for higher education. The concept was that rather than trying to control costs or develop common prices, the cost would be reported in a benchmark sense of what it actually costs to educate a student in any of the sectors using a common set of data. The council encouraged the strategic planning committee to investigate ways to display the data that would be acceptable to all sectors.

Regent Pellett asked if the report would include the cost of educating students, not the cost of education to the student. President Koob responded affirmatively. He said the problem is that the cost to the student varies widely depending on their individual circumstance. For example, in public institutions the tuition is well known but the amount of scholarship a student may obtain and the way in which it is obtained is unclear. It is even more complex in a private institution where there is a published tuition rate which is offset by discounting, scholarships, etc. He said it becomes very difficult to identify as a benchmark what an individual student is paying without detailed data which most institutions are unwilling to provide. Information is available on how

much the Iowa Tuition Grant program is supplying to students at a given institution. The amount of financial aid that is received by an institution is also available. There is data available which indicates the cost per student at a particular level at any institution in Iowa.

President Koob said he believes it will be found that for comparable levels of education, the cost per student for education at any institution of higher education in Iowa is roughly comparable; however, he did not know that yet. How that translates into a cost for a given student is a much more complex question and is very difficult to sort out in any common way. Therefore, getting a benchmark as to what the total cost for educating the student is would allow consumers to have a better understanding of what fraction of the cost they are paying.

Regent Kennedy asked if a common ground has been established for determining costs at an institution. President Koob said that was what they were attempting to do. That is where the IPEDS data came in. IPEDS data is collected from all institutions by a federal format according to standards which the Regents may or may not agree with. He said that is the important issue for the Board of Regents. If the costs are published by IPEDS data collection, the costs will look different than the way in which costs are published by the models that have been used. To avoid confusion by the public or suggestions that somehow information is being misreported, the Regents either have to agree to use the IPEDS data with a correspondence table showing how the Regents data is translatable to the IPEDS table, or argue for a different data set that might be collected in Iowa to which all three sectors could agree. He said the problem in any of these cost comparisons is the definition of the data elements. There must be common agreement in order for the data to be comparable. In the end, it will not be accurate but it will be comparable.

Regent Kennedy asked when the Regents will discuss how the costs are currently determined versus what the Coordinating Council is proposing to use as its data base. President Koob responded that the appropriate time would be any time now. Since the Coordinating Council has urged its strategic planning committee to move ahead in this review, he urged that the Board Office staff take a look at how the IPEDS data, for example, compares to the Board data and what would be proposed to present to the Coordinating Council as the appropriate compromise.

Regent Kennedy asked that what President Koob suggested be done.

Mr. Richey said the proposal to use common definitions sounded innocent but it is an incredibly complex issue. The Regent universities have different levels of education including the professional level, the advanced graduate level, etc.; therefore, the Regent universities are not comparable with any other institution of higher education. How costs are attributed to those educational levels as opposed to costs for freshmen and sophomores which would be comparable with the community colleges, was complex. He said it is an horrendous task. It is going to be incredibly complicated.

President Koob stated that the Board of Regents certainly has the right to not participate. Mr. Richey said he was not suggesting the Regents not participate. He stated that the cost definition effort has profound implications and has to be done very carefully.

President Koob said he agreed that it had to be done very carefully. The proposal was a compromise to try to address the public's confusion about the cost of attending institutions in the various sectors. If the Board should decide the question is unanswerable and that it is better to deal day-to-day with the uncertainties and the confusion, that is a judgment the Board could make. If the Regents determined that they wished to establish a benchmark, then institutional officials would need to work hard to do so.

Regent Pellett asked if this endeavor was in anyone's best interest. President Koob responded that the belief of the strategic planning committee was that it is in the consumer's best interest. The consumer is presently bombarded with a wide range of interpretations about what it costs to attend college. There is a wide range of interpretations about what tuition is and what costs are. The question is whether the Regents wish to clarify that argument. The answer may be that it is not worth the effort to clarify the issues. It may be just as easy to deal with the argument as it comes along. He said he believes that the Regents have to take a position on where they want to go with this because the issue is on the table.

Mr. Richey stated that the Board and the institutions have prepared unit cost information for more than 35 years. One of the major advantages of that effort is that it establishes a trend line. The Regent institutions use common definitions for attributing costs to the various levels of instruction. All of those decisions are subjective and will be a matter of some interest and possible controversy when it is discussed with other sectors. He noted that in the tuition memorandum recommending rates every September and October, the Regents publish the cost to the student. Unit costs and costs projected into the future are also published as are those related to tuition and costs. He said the Iowa College Student Aid Commission uses the Regents' unit cost and tuition to determine the level of aspiration for the private college tuition grant program's level of subsidy. There are many implications of this other than simply identifying common definitions.

Regent Lande said the issue might not be so much whether the end result has value as whether it has a value that justifies all the time and effort involved.

ACTION: President Newlin stated the Board received the oral report on the meeting of the Iowa Coordinating Council for Post-High School Education, by general consent.

PROGRESS REPORT OF THE ORGANIZATIONAL AUDIT OVERSIGHT PRIORITY ISSUE STUDY GROUP. The Board Office recommended the Board receive the progress report from MGT of America.

MGT of America provided a status report on the performance measures project and the Board of Regents governance database project. Following the Board of Regents retreat in October, MGT revised the draft performance measures report to reflect the actions taken by the Board during the planning retreat. These revisions included the new Key Result Areas (KRA) and the concerns voiced by institutional personnel during visits by MGT to the campuses in late September.

The next step on the performance measures project will involve finalizing the measures and dovetailing the measures with the Board of Regents strategic plan and the institutional performance measures. The objective is to integrate the performance measures developed by MGT with the Board and institutional performance measures into a single governance and accountability reporting system.

Since the last report, MGT has worked with the Board Office and institutional representatives on the purchase of appropriate software for the Board of Regents governance database project. Representatives from the Board Office and the institutions participated in several meetings with representatives of MGT and the askSam software manufacturer. These meetings included site visits and the checking of references to ensure user satisfaction with the proposed database software. The askSam software has been purchased and steps are underway to coordinate the software with the new computer equipment purchased for the Board Office. An implementation schedule is being developed for installation of the software. On site orientation and training will be provided to Board Office staff.

President Newlin stated that the Organizational Audit Oversight Committee had met and received a report on the performance indicators and data base projects. He said MGT representatives revised their draft concept paper as a result of the Board's retreat in October and site visits to the institutions. The performance measures will be integrated with the Board's and institutional performance measures. The data base software has been purchased and MGT is coordinating the installation in the Board Office.

ACTION: President Newlin stated the Board received the progress report from MGT of America, by general consent.

REPORT OF PROFESSIONAL DEVELOPMENT ASSIGNMENTS. The Board Office recommended the Board receive the report of faculty professional development assignments from the 1996-1997 school year.

Professional development assignments are one of the tools available to the Board of Regents and the universities to ensure vitality and quality among the faculties at Regent universities.

Professional development assignments are competitively administered as the goals of individual faculty for this special assignment are weighed against the strategic needs of the university.

Faculty members submit plans for professional development assignments that specify goals and intended outcomes. The professional development assignment includes a release from other campus duties.

The professional development assignment may be to prepare a faculty member for new teaching responsibilities, to spend greater amounts of time in research or curricular development, to create artistic works, or to pursue other professional opportunities that enhance the reputation of the faculty member and the institution.

The process includes peer review and recommendation within departments and colleges as well as recommendation by the Provost of the university.

Faculty who are awarded professional development assignments are required by statute to return to the institution for a period two years after the assignment or to repay the salary costs of the assignment to the university.

This report covers 152 faculty professional development assignments that occurred during the 1996-1997 academic year.

There has been an overall decrease in the number of professional development assignments taken over the past several years.

Distribution of Faculty on Professional Development Assignment
at Regent Universities: 1991-1992 to 1995-1996

Year	SUI	ISU	UNI	Total
1991-1992	125	43	21	189
1992-1993	116	40	21	178
1993-1994	95	43	20	158
1994-1995	72	50	19	141
1995-1996	87	48	22	157
1996-1997	85	43	24	152

Faculty members on professional development assignments were 5.2 percent of the tenured faculty at the University of Iowa, 2.4 percent of the tenured faculty at Iowa State University, and 3.9 percent of the tenured faculty at the University of Northern Iowa.

Each university incurred salary and fringe benefit expenses in addition to some replacement costs to implement the professional development program for the 1996-1997 academic year. The University of Iowa reported a third category of expenses to support its Faculty Scholar program that is part of its program of professional development for its faculty.

Although some faculty may receive only partial salary while on professional development assignment, the numbers report actual salary and fringe benefits paid by the universities. Replacement costs are for hiring replacement faculty who cover during an assignment and are supported through allocations from the Provost's Office. Not all faculty members on assignment will be replaced. Not all replacement faculty members are hired through grants from the Provost's Office.

University	Salary and Benefits	Replacement Costs	Research Expenses (SUI)	Total	% Above or Below Projections
SUI	\$3,555,170	\$103,050	\$90,693	\$3,748,913	3.3% Below
ISU	\$1,651,637	\$ 96,622		\$1,748,259	9.3% Below

UNI	\$ 856,190	\$166,446		\$1,010,614	1.8% Below
Total	\$6,062,997	\$366,118	\$90,693	\$6,507,786	4.7% Below

President Coleman reviewed the information provided for the University of Iowa.

President Jischke reviewed the information provided for Iowa State University.

President Koob reviewed the information provided for the University of Northern Iowa.

President Newlin thanked the three presidents for their efforts in the area of faculty professional development.

ACTION: President Newlin stated the Board received the report of faculty professional development assignments from the 1996-1997 school year, by general consent.

REQUEST FOR PROFESSIONAL DEVELOPMENT ASSIGNMENTS FOR FY 1999.

The Board Office recommended the Board approve professional development assignments for the 1998-1999 school year (FY 1999).

Regent universities accepted applications from faculty members for professional development assignments. These were reviewed at the departmental, collegiate, and university levels.

Each proposed professional development assignment was recommended by the Provost of the campus from which it comes.

The professional development programs established on each campus have been used as promotional pieces in recruiting high quality faculty to the Iowa Regent universities.

Faculty members are required by statute to return to the institution for two years following an assignment or they must repay the costs associated with the professional development assignment.

The universities proposed that 178 professional development assignments be approved for the 1998-1999 (FY 1999) school year.

**Comparison of Requests for Approval at Regent Universities:
1993-1994 to 1998-1999 School Years**

Year	SUI	ISU	UNI	Total
1993-1994	108	44	21	172
1994-1995	86	50	19	155
1995-1996	96	53	23	172
1996-1997	89	46	25	160
1997-1998	95	60	24	179
1998-1999	106	52	20	178

Projected costs of professional development assignments were prepared by the institutions. Costs include salary and benefits and replacement costs for faculty.

University of Iowa officials project expenses for its Faculty and Global Scholars programs that are part of its professional development programs.

Projected Costs of Professional Development Assignments:
1998-1999

	Salaries and Benefits	Replacement Costs	Research Expenses (SUI)	Total
SUI	\$4,662,510	\$50,000	\$93,300	\$4,805,810
ISU	\$2,092,052	\$77,200		\$2,169,252
UNI	\$704,816	\$166,446		\$871,262
Total	\$7,459,378	\$293,646	\$93,300	\$7,846,324

Because of changing circumstances on individual campuses, some leaves may be postponed to a subsequent year or may be declined.

Provost Whitmore reviewed the requests for the University of Iowa.

Regent Lande asked if the 106 requests at the University of Iowa were all of the requests which were made. Provost Whitmore responded that they were not. He said the assignments are granted on a competitive basis. Faculty suggest a plan of study or work which is reviewed extensively before final recommendations are made.

Regent Lande asked why the number of requests for developmental assignments was so much higher at the University of Iowa than at the other two institutions. Provost Whitmore said he did not know why; it had historically been that way. He noted that all of the requests that are made by faculty for participation in the program are reviewed by faculty groups and administrators. The developmental assignments are fine programs that have been historically quite productive in changing the productivity of faculty.

Regent Lande referred to the average replacement costs at the three universities, and noted that there seemed to be a divergence of approaches in measuring those costs.

Provost Whitmore stated that the costs for the University of Iowa go beyond salaries of faculty participating in the program. University officials have tried to reduce those costs by having other faculty teach the courses of the faculty on developmental assignments.

Regent Lande asked, of the total 106 requests for developmental assignments at the University of Iowa, how many were made and how many were denied.

Provost Whitmore said he could get the information for Regent Lande although the number of requests denied would not be large. Most of the requests are approved through the process that he had described.

Provost Kozak stated that the developmental assignment proposal process at Iowa State University is very rigorous. It is handled substantially at the college level before the requests come to the provost's office. There is a review process by faculty and administrators. Once the decisions to grant requests are made, then issues of funding are identified. A small reserve of funds is set aside in the provost's office to help departments support faculty where internal reallocation cannot. With regard to costs, he said the efforts have been to replace faculty with other faculty colleagues in the courses having to be covered. Typically faculty are not replaced with teaching

assistants or post-doctoral students. Provost Kozak noted that the number of developmental assignments granted to women is higher than the proportion of women on the faculty.

Provost Marlin reviewed the report for the University of Northern Iowa. She noted that there was a very competitive process on campus for approving faculty professional development requests. One-half of the requests were able to be funded while one-half were not funded.

President Newlin thanked the provosts for the reports.

MOTION: Regent Lande moved to approve professional development assignments for the 1998-1999 school year (FY 1999). Regent Pellett seconded the motion. MOTION CARRIED UNANIMOUSLY.

GRADUATION AND RETENTION STUDY OF THE ENTERING CLASS OF 1990. The Board Office recommended the Board (1) receive the report, (2) request that the universities continue their existing practice of examining in detail an entering freshman class every five years, with primary attention paid to those students who complete their degrees, and (3) recommend that the universities consider supplementing this study with a new, more frequent survey of students who leave the Regent institutions without completing degrees.

Every five years the Regent university registrars conduct an in-depth analysis of their undergraduate students. These reports track students over a six-year timeframe and help identify factors and characteristics that influence graduation and retention. The first of these studies examined the entering freshman class of 1960-61. This current report looks at the entering freshman class of 1990. The reports have generated a database that spans four decades and provides important perspectives on the academic behavior of undergraduate students at the Regent universities.

In the fall of 1990 the Regent universities enrolled 8,058 new freshmen. Within six years 4,893 of these students (60.7 percent) graduated from the institution at which they first matriculated. Among those entering freshmen students 1,401 (17.4 percent) left their Regent institution within the first year. The graduation rate for the Regent institutions collectively has increased from 42.3 percent for the entering class of 1960-61 to 60.7 percent for the entering class of 1990. Detailed statistical analysis of graduation and retention rates was presented to the Board at last month's meeting.

The reports show that the ACT scores of new freshmen have increased collectively over time. The total percentage of all entering freshmen with ACT scores of 22 or above at the three universities together has increased from 44.0 percent in 1980 to 46.5 percent in 1985 to 52.9 percent in 1990. For the entering class of 1990 the percentage of students with ACT scores of 22 or above was 68.6 percent at the University of Iowa, 61.9 percent at the University of Northern Iowa, and 57.7 percent at Iowa State University.

Entering freshmen with higher ACT scores and/or high school rankings are more likely to complete a degree within six years than students with lower scores and/or rankings. In contrast, ACT scores do not correlate as closely with first-year retention rates. The cumulative undergraduate grade point average earned by students who complete a

degree has increased over time, but higher grade point averages do not correlate fully with changes in the ACT scores of those entering students. Analysis of other factors may be needed to explain this grade inflation.

The registrars' study of the entering class of 1990 included survey results showing that 87.7 percent of University of Northern Iowa students, 84.0 percent of Iowa State University students, and 79.2 percent of University of Iowa students were satisfied overall with the Regent university from which they graduated. University of Northern Iowa has consistently received the highest satisfaction ratings among the three Regent institutions for quality of instruction and amount of contact with instructors.

Director Barak stated that the three university registrars had significant input into the report. He introduced Jerald Dallam, University of Iowa registrar.

Mr. Dallam reviewed the report. He said the 6-year graduation rates had increased from 42.3 percent to 60.7 percent, an overall growth of 18 percent, which the citizens of Iowa should be pleased to know. Sixty-four percent of entering cohorts graduate, an increase of 3 percent. He said there is a broad definition of success or persistence. The overall success rate has increased to 83 percent. He noted that ACT scores along with high school class rank continues to be a good predictor of graduation rates. The very best predictor is what happens to a student after the first semester. He discussed the correlation between grade point average and graduation rate, noting that the first semester grade point average is very important.

Mr. Dallam discussed the different types of transfer students and the corresponding graduation rates. With regard to limitations of the study, he said the definition of cohorts entering has changed somewhat. Five years ago the definition changed to full-time students. A severe limitation of the study is the return rate for graduates. In the future the information for this study will need to be considered with the data required for the federal Right-to-Know Act and a study of student migration within the state. The 1996 cohort will be studied for 6 years as will the subsequent cohorts.

Regent Pellett stated that she had received several telephone calls from parents whose children had been students at Regent universities. Those students had not been accepted into the curriculum of a certain college because of grade point average requirements. The students dropped out because they had not received sufficient counseling to move in another educational direction. She suggested that university officials take a look at the counseling issue because it might be a factor in retention toward graduation.

Mr. Dallam stated that the issue of counseling is discussed at weekly enrollment planning meetings. He said university officials need to be proactive in this area, and they plan to be.

Associate Provost Folkins stated that when students change majors they can now return to the student advising center at the University of Iowa. He agreed that this was an area where more attention needs to be given.

President Newlin noted that 62 percent was the aggregate number of students who persist to graduation. He asked what was the aspiration. Mr. Dallam responded that a reasonable goal within 5 to 6 years would be close to 70 percent. He did not believe there was a magic number. University officials need to find out more about what is

happening to the people who leave the university. He cautioned that they not consider students who leave to be non-persisters or drop outs. University officials believe those students go to other places and graduate. He would consider only about 5 percent as drop outs. Tracking of students who leave the university will provide better information.

President Newlin asked how the Regent universities compare with their peers in terms of graduation rates. Mr. Dallam said when compared to Midwest institutions, Iowa's Regent universities are in the upper one-third.

Regent Kennedy asked how university officials propose to track those students who leave the university. Mr. Dallam responded that all three Regent universities have entered into an agreement to provide information to the American College Testing program. The community colleges are doing so, also. With that information, university officials will be able to track by name and number the migration within the state. They will have to make an effort to track the non-resident students and at the University of Iowa they have made preparations to do that.

President Coleman stated that after the Vietnam War and in the 1970s, academic institution relaxed their requirements about dropping courses. As grade point averages became more important for students to go to professional schools and beyond, it became a practice of students to drop a course if they felt their grades were not going to be what they desired. Some studies have indicated this is not a factor of faculty getting easier on grading but of students being much more proactive about dropping courses and universities relaxing their requirements about when students can drop a course without a negative impact on a student's transcript.

Regent Kennedy asked if the ACT scores have increased somewhat in the last few decades. Mr. Dallam responded that the scores had increased marginally, noting that four years ago ACT enhanced its tests and scores automatically went up.

ACTION: President Newlin stated the Board, by general consent, (1) received the report, (2) requested that the universities continue their existing practice of examining in detail an entering freshman class every five years, with primary attention paid to those students who complete their degrees, and (3) recommended that the universities consider supplementing this study with a new, more frequent survey of students who leave the Regent institutions without completing degrees.

PROGRESS REPORTS ON FACULTY PORTFOLIO PROJECT. The Board Office recommended the Board receive the status report on faculty portfolios.

Last February the Board requested that the three Regent universities take several steps to improve faculty workload reporting including: (1) develop a common faculty portfolio database information system; (2) develop "management mechanisms" including benchmarks and clear indicators of progress of faculty workload; (3) establish faculty workload policies; and (4) develop comparative data from peer institutions on faculty workload. This past May the Board received a comprehensive report on these items along with the annual governance report on faculty workload. During the discussion of the development of faculty portfolios at the May meeting, the Board requested an interim status report on the development of faculty portfolios. It was requested that this status report be made to the Board at the December meeting.

All three Regent universities have agreed to a common database for reporting on faculty portfolios and are in the process of implementing the database. In addition to this common database, each university may have additional elements unique to the institution which will be reported to the Board. The next report on faculty activities will be reported to the Board in May 1998.

At the University of Iowa considerable progress is underway in fulfilling its commitment to the appropriate use and monitoring of faculty resources in order to accomplish its teaching, research, and service missions. This effort has been governed by the University of Iowa Strategic Plan and implemented largely through university policies and procedures. The Office of the Provost has charged the collegiate deans with ensuring that each academic unit (or in the case of the health colleges, categories of faculty) develops "unit norm" of appropriate percentage of time to be spent on teaching, scholarship, and service. At the University of Iowa, only post-tenure faculty will be afforded the opportunity to develop a "faculty portfolio" that differs from the unit norm.

Benchmarks and indicators of progress are being developed by each University of Iowa academic unit. Post-tenure faculty will be evaluated based on their accomplishment of assigned responsibilities as expressed in the portfolios. Probationary faculty will be evaluated based on their accomplishment of the "unit norm" as well as on evidence of quality and quantity of work. Included in the faculty portfolio concept at the University of Iowa is a continuing effort to monitor and enhance the quality of undergraduate teaching.

At Iowa State University all departments use a portfolio approach to describing faculty workload. The process used to determine the individual portfolio and the kinds of work that faculty undertake vary from college-to-college and from department-to-department. These differences reflect variances in the mission and scope of activities defining the unit. Instruction and research, broadly understood, are common elements for all tenured and tenure track faculty and the proportion of each varies by department. At Iowa State University individual work expectations are intimately interwoven with the process of annual review of all faculty members. The annual review at Iowa State University is the primary tool for implementation of the faculty portfolio. Teaching is considered central to faculty portfolios at Iowa State University. Aspects of the faculty portfolio effort are also included in the Iowa State University Strategic Plan.

The University of Northern Iowa has made progress in the areas of working toward a common faculty portfolio database information system and in providing greater clarity

regarding faculty portfolios at the department level. These efforts continue the use of faculty portfolios, which has been in place several years.

A comprehensive report on faculty workload and another status report on faculty portfolios will be reported to the Board in May 1998.

Provost Whitmore summarized the report for the University of Iowa.

Regent Kennedy expressed appreciation for the update and commended the university's efforts. She said that in May when reports on faculty portfolios are brought to the Board, it would be easier to understand the reports if the Regents could be provided with sample portfolios. Doing so would help the Regents to understand how it is determined at a grassroots level what a faculty portfolio will look like.

Provost Whitmore responded that university officials could create a mock portfolio. Regent Kennedy said she would appreciate such an effort.

Provost Kozak summarized the report for Iowa State University. He said university officials were working diligently to meet the Board's recommendation that a portfolio approach be developed at all three Regent universities. University officials will provide representative portfolios to the Board in May.

President Newlin asked that the Regents be presented with one portfolio per college.

Regent Kennedy agreed that seeing portfolios of the various colleges would be helpful in understanding the variances.

Regent Pellett expressed appreciation for university officials' efforts regarding faculty portfolios. She said it is a fair way to show the work of individual faculty. She did not think the Board's directive for faculty portfolios had been met enthusiastically on the Iowa State University campus. She hoped the receptivity had improved on the campus.

Provost Kozak stated that the portfolio approach is in place at all departments at Iowa State University. Post-tenure review discussion is also taking place on campus. A faculty senate committee has completed its work in this regard. Post-tenure review will include a peer review process.

Provost Marlin stated that the University of Northern Iowa has utilized the faculty portfolio concept for several years. Since the last presentation to the Board on this issue, the departments have articulated what constitutes a standard portfolio for each department.

President Newlin stated that the Regents very much appreciated the work the three provosts have done in this effort and were looking forward with enthusiasm to their reports in May.

ACTION: President Newlin stated the Board received the status report on faculty portfolios, by general consent.

REVIEW OF TUITION POLICY. The Board Office recommended the Board adopt the following tuition policy:

Resident undergraduate tuition at the Regent universities shall be set annually to keep pace with the Higher Education Price Index and to provide support to finance university programs at levels sufficient to implement the Board's aspirations for excellence as outlined in the Board's strategic plan.

The Board's present tuition policy restricts tuition rate increases to no higher than the percentage change in the Higher Education Price Index (HEPI) unless the HEPI rate is insufficient to "finance university programs at a level that maintains their quality or effectiveness."

While the tuition policy is based on maintaining quality and effectiveness, the Board's mission statement calls for "its institutions to become the best enterprise of public education in the United States through the unique teaching, research and outreach programs established for each university and school." Thus, the Board's present policy of maintaining quality is at variance with its strategic plan calling for improvement.

During the Board's October planning retreat, the group discussing quality recommended that the Board's tuition policy be revised to recognize the aspirations of the Board. Unless the Board's tuition policy is revised, it may not be possible to provide adequate funds to achieve the Board and institutional goals for excellence. The proposed revision will bring the Board's tuition policy in agreement with its strategic plan. It was not anticipated that the change will result in dramatic tuition increases in the near term.

Section 7.25 Tuition Policy

(cut and paste from the docket memo the following☺)

Resident undergraduate tuition at the Regent universities shall be set annually to keep pace with the Higher Education Price Index and TO provide support to finance university programs at levels sufficient to implement the Board's aspirations for excellence as outlined in the Board's strategic plan.

Mr. Richey stated that the tuition policy statement was proposed to bring the policy into agreement with the Board's strategic plan. He said the present policy on tuition is to "maintain" quality and effectiveness. It does not mention an allowance for improving quality of the institutions as stated repeatedly in the strategic plans. The new policy on tuition would not necessarily have an impact on tuition but it could have an impact. He said he did not believe it would have a significant effect over the near term but it could over the long term have an effect not only on the rates of tuition but on the progress the Board and the institutions make toward their goals of quality. He recommended that the new tuition policy be approved at this meeting.

MOTION:

Regent Fisher moved to adopt the tuition policy, as presented. Regent Smith seconded the motion.

Regent Arenson noted that the current policy states that the Board would not increase tuition at a rate higher than the change in the Higher Education Price Index (HEPI). The proposed policy states that the Board would increase tuition at a rate to keep pace with the Higher Education Price Index. He asked if the tuition rates have kept pace with HEPI.

Mr. Richey responded that tuition rates have kept pace with HEPI. There have been years when it was necessary to increase tuition beyond the rate of increase in the Higher Education Price Index in order to maintain quality. There were also three years in the 1980s when the Board adopted double-digit tuition increases in order to bring faculty salaries into a competitive ranking. With those exceptions, the tuition increases have stayed within or below the estimates of the Higher Education Price Index.

Regent Lande said it was his recollection that the tuition increases have been below HEPI rather significantly the last several years because HEPI has exceeded the Consumer Price Index dramatically.

Mr. Richey stated that until 3 or 4 years ago the Higher Education Price Index was significantly above the Consumer Price Index. He said that over a period of a decade the tuition increases exceeded HEPI because of the years in which the state's economic circumstance was pretty desperate.

Regent Arenson asked if the Regents were limited by the Higher Education Price Index in the new policy. Mr. Richey responded that the Regents would not be limited by HEPI in the new policy. The rate of tuition increase is tied to improvement in quality. The current policy is very restrictive in that it is designed to maintain quality. The current policy was adopted in response to the legislature's request that the Regents establish a policy that would give students some indication of what to expect for future tuition increases. Maintaining HEPI as one of the guidelines accomplishes that. Adding the quality factor allows the increase in tuition to exceed the increase in the Higher Education Price Index in order to meet the aspirations for quality.

Regent Arenson suggested that the policy be worded that the Board will consider HEPI. He cautioned that saying tuition increases will keep pace with HEPI may be construed to be a limitation. Mr. Richey responded that the policy was written to comply with legislative directives.

Regent Arenson asked if adoption of the proposed tuition policy would require an administrative rules change. Mr. Richey responded that adoption of the policy would not require a change in the administrative rules.

Regent Pellett asked if the wording of the tuition policy really does what the Regents want it to do. She said the institutions have means of support in addition to tuition. She did not want there to be perceptions that the institutions and Regents intend to let up on those other avenues of support. The Regents also expect university officials to continue to have cost efficiencies. She questioned whether the Regents should study the issue more to ensure the policy does what they intend it to do.

Mr. Richey responded that the Regents strategic plan addresses those issues very directly with respect to other sources of funds, reallocations, etc. He said the funding issues are front and center and would operate in conjunction with the proposed tuition policy. The Board reviews funding sources every year both in terms of budget requests

for the next succeeding fiscal year and in terms of the preliminary budgets of the institutions. The Regents review how much the institutions are proposing to reallocate and from what purpose to what purpose.

Regent Pellett said there is also the issue of accessibility, particularly at the land grant institution, to be considered.

Regent Kennedy stated that the current wording of the tuition policy allows adjustment at a rate different than the increase in the Higher Education Price Index if staying within HEPI would be insufficient to finance university programs at a level that will maintain their quality or effectiveness. She said perhaps that wording needs to be maintained and additional language inserted that the level of increase needs to be sufficient to implement the aspirations of excellence. Rather than remove the language that allows the balancing of tuition with quality and effectiveness, she suggested they add language allowing flexibility, when necessary, if in the total package of resources tuition needs to increase in order to aspire to excellence.

Regent Arenson said he believed that the proposed language does exactly what Regent Kennedy was suggesting. It maintains the reference to HEPI and it discusses the aspirations of the Board. He said the Regents will always ask for justification relative to tuition increases. If the Board has aspirations to become the best system in the country, then every revenue source is on the table from private giving to research dollars, tuition and state funding. He said the Board will consider all revenue sources.

VOTE ON THE MOTION: Motion carried unanimously.

FEES AND MISCELLANEOUS CHARGES AND PROPOSED PART-TIME TUITION RATES. The Board Office recommended the Board (1) approve the proposed 1998-99 part-time tuition rates for the Regent universities, as presented; (2) give preliminary consideration to the proposed fees and miscellaneous charges for 1998-99 as shown, with final action to be taken at the January Board meeting; and (3) recommend that the Regent universities work with the Board Office to determine appropriate application fee charges.

Each year the Board reviews and approves part-time tuition rates, fees, and miscellaneous charges for the coming academic year after it has acted upon full-time tuition rates in the fall. Since increases in part-time tuition are tied to increases in full-time tuition rates approved in October, action on setting part-time rates does not require advance notice to students. The proposed increases for 1998-99 part-time tuition rates and tuition-related fees were consistent with Board approved increases for 1998-99 full-time rates. The proposed fees and miscellaneous charges, however, require statutory notice to students and a waiting period of 30 days before final approval.

New fees and miscellaneous charges were proposed for a career planning service called the Iowa Advantage (SUI); College of Nursing placement services (SUI); twelve-month installment plan for tuition, room, and board payments (ISU); and a returned direct debit fee (ISU).

University of Iowa officials proposed increases to existing fees for course catalogs, transcripts, and College of Dentistry fees for the Instrument Management System, A.D.A. dues, and laboratory supplies and clinical equipment. Iowa State University officials proposed increases in current fees for orientation services, study abroad

services, and transcripts. University of Northern Iowa officials proposed increases to existing fees for returned checks, thesis binding, and transcripts.

The University of Iowa and Iowa State University, as part of their distance education instruction, assess course delivery fees. The charges are associated with unique costs of providing some off-campus courses. The University of Iowa assesses these fees per course while Iowa State University assesses them per credit hour.

Application fees for domestic and international students are set by Iowa Administrative Code (Section 681-1.1) at \$20 and \$30, respectively. The last increase occurred in 1988. University of Iowa officials had proposed an increase in application fees to help defer inflationary and volume increases, facilitate computer system enhancements, and institute new electronic application processes. Current Regent application fees are among the lowest of 37 public universities surveyed by the University of Iowa. It was recommended that the universities work with the Board Office to determine the appropriate application fees and report back to the Board for approval to initiate changes to administrative rules if increases are necessary.

Mr. Richey referred to the proposal from the University of Iowa regarding application fees, a fee the Board has insisted be uniform among the institutions. He said the Board Office proposed to study the proposal and bring a recommendation to the Board in January. He noted that application fees had not been increased since 1988.

MOTION:

Regent Arenson moved to (1) approve the proposed 1998-99 part-time tuition rates for the Regent universities, as presented; (2) give preliminary consideration to the proposed fees and miscellaneous charges for 1998-99 as shown, with final action to be taken at the January Board meeting; and (3) recommend that the Regent universities work with the Board Office to determine appropriate application fee charges. Regent Kennedy seconded the motion.

President Coleman asked that Vice President Phil Jones speak about the voluntary Iowa Advantage Program at the University of Iowa.

Vice President Jones stated that at the October Regents meeting there was discussion about the importance of experiential learning. He described the Iowa Advantage Program which will produce a product that will be student directed and will lead to a field experience portfolio.

Regent Arenson asked if this was a voluntary program and whether there were any credit hours involved. Vice President Jones responded that it was a voluntary program and that there are no credits given for participation. University officials intend to make the program one in which most students will want to participate.

VOTE ON THE MOTION:

Motion carried unanimously.

GOVERNANCE REPORT ON FACULTY TENURE. The Board Office recommended the Board receive the reports.

The Regent universities have a total of 6,390 faculty members as of Fall 1997. This was an increase of 3.4 percent from the previous year. Of those faculty 2,970 are tenured, and another 777 are probationary faculty eligible for tenure. These figures represent decreases of 1.4 percent and 4.2 percent, respectively, from the previous year. The remaining 2,643 individuals with faculty status are not eligible for tenure. This was a 12.2 percent increase from 1996.

The percentage of tenured faculty among all those eligible for tenure is 81 percent at Iowa State University, 79 percent at the University of Iowa, and 75 percent at the University of Northern Iowa. This measure of tenure density has increased gradually at

the University of Iowa and the University of Northern Iowa for the past five years, from 72 percent to 79 percent at the University of Iowa and from 67 percent to 75 percent at the University of Northern Iowa. Tenure density at Iowa State University has decreased slightly during the past three years, from 83 percent to 81 percent.

The number and percentages of tenured and tenure-eligible women and minority faculty have increased in recent years. Over two-thirds of minority faculty and 64% of female faculty are tenured, among those women and minorities eligible for tenure at the three institutions. It should be noted that the SUI data is skewed by the high number of non-tenure track clinical faculty in Medicine, Nursing, Pharmacy, and Dentistry. By excluding the 1,482 non-tenure track positions in these four colleges, the university's overall percentage of tenured faculty rises to 58 percent.

As a percentage of total faculty appointments, tenured appointments constitute 66 percent at Iowa State University, 55 percent at the University of Northern Iowa, and 35 percent at the University of Iowa.

Seven out of the eight colleges at Iowa State University have tenure densities above 70 percent; seven out of nine colleges at the University of Iowa have tenure densities above 75 percent; three out of five colleges at the University of Northern Iowa have tenure densities above 70 percent. At the departmental level, 84 percent of Iowa State University departments, 78 percent of University of Iowa departments, and 74 percent of University of Northern Iowa departments have tenure densities above the 70 percent threshold. Tenure density has implications for academic program planning, the retention of probationary faculty, and flexibility in the allocation of human and financial resources.

A recent survey by the American Association of University Professors showed that the overall national percentage of faculty with tenure at public institutions was 65 percent. At doctoral level universities, both public and private, the percentage was 67 percent and at public and private comprehensive universities it was 62 percent. The Regent institutions are at or below these national composites.

The three provosts reviewed the information provided for each of their universities.

Provost Marlin noted that information not included in this report was the percentage of tenured and tenure-track faculty who are women and minorities. The University of Northern Iowa now has over 35 percent women faculty and just under 11 percent of the faculty are minorities.

President Newlin thanked the three provosts for the reports.

ACTION: President Newlin stated the Board received the reports, by general consent.

GOVERNANCE REPORT ON EQUAL OPPORTUNITY PROGRAMS. The Board Office recommended the Board receive the following annual reports:

Affirmative Action

College Bound and Iowa Minority Academic Grants for Economic Success (IMAGES)

Minority and Women Educators Enhancement Program

The affirmative action report addresses employment. The Board received part II of the annual enrollment report in November which provided information relative to the student minority enrollment.

A summary of each of these reports follows:

ANNUAL REPORT ON AFFIRMATIVE ACTION

The Board of Regents continues to be committed to affirmative action and the principles of equal opportunity. The Board exemplified its commitment to diversity when it identified diversity as one of its four Key Result Areas during the Board's retreat. The Board's commitment to diversity is mirrored in the strategic plan of each institution.

The achievement of a diverse workforce does not happen in a one-year period but rather over a period of years. For the most part from last year to this year, increases or decreases in the various employment categories were very slight. However, progress is evident when viewed over a five- or ten-year period as shown below:

Time period	Percentage of Minority Employment All Regent Institutions
September 30, 1987	4.6%
September 30, 1992	6.5%
September 30, 1997	7.4%

Progress is also evident in the percentage of women in tenure track faculty positions. The percentage of women tenure track faculty has increased from 20.5 percent in 1987 to 26.9 percent in 1997.

Minority tenure track faculty has increased from 6.7 percent in 1987 to 11.1 percent in 1997.

The same is true for the executive/administrative/managerial category which showed an increase from 23.8 percent women in 1987 to 25.5 percent in 1997.

Workforce data for the five Regent institutions for year ending September 30, 1997, is shown below:

	Total Workforce	Women	Percent of Total	Minority Persons	Percent of Total
SUI	12,855	7,787	60.6%	823	6.4%
ISU	6,156	2,953	48.0%	532	8.6%
UNI	1,815	935	51.5%	196	10.8%
ISD	149	106	71.1%	5	3.4%
IBSSS	102	86	84.3%	0	0%
TOTAL	21,077	11,867	56.3%	1,556	7.4%

ANNUAL REPORT ON COLLEGE BOUND AND IMAGES PROGRAMS

The College Bound and IMAGES programs were established by the General Assembly in 1989 when sections 262.91, 262.92, and 262.93 were added to the Code of Iowa.

Through the College Bound Program the Regent universities provide programs and/or activities which encourage Iowa minority students in grades 7-12 to think of college as a choice and help them gain some of the skills needed for college success.

The Iowa Minority Academic Grants for Economic Success (IMAGES) program was established to provide additional funding to the Regent universities to encourage Iowa minority students to remain in Iowa and attend colleges and universities in Iowa.

The IMAGES program is supported by annual state appropriations.

The grant awards are based on need and cannot exceed \$3,500 or the student's yearly financial need (whichever is less).

Students may earn an IMAGE voucher by participating in an activity or program sponsored by a Regent university. By meeting eligibility requirements, the IMAGES voucher may help the student pay for college expenses after high school graduation.

A total of \$1.9 million was allocated to the College Bound and IMAGES programs in fiscal year 1998.

	IMAGES Program		College Bound Program	
	1997	1998	1997	1998
University of Iowa	\$671,289	\$637,211	\$110,000	\$110,000
Iowa State University	630,000	634,836	91,160	92,948
University of Northern Iowa	<u>327,042</u>	<u>332,200</u>	<u>80,000</u>	<u>80,000</u>
TOTAL	\$1,628,331	\$1,604,247	\$281,160	\$282,948

A total of 720 minority students received IMAGES grants for the 1997-98 academic year, a decrease of 54 from the previous year. Asian-American students received 47.5 percent of the IMAGES grants. African-American students received 32 percent of the grants followed by Hispanic students with 16 percent and American Indian students with 4.3 percent.

Freshmen at the University of Iowa received the largest number of grants, the reverse was true at Iowa State University and the University of Northern Iowa where seniors received the largest number of grants, followed closely by freshmen.

ANNUAL REPORT ON MINORITY AND WOMEN FACULTY ENHANCEMENT PROGRAM

Chapter 262.82 of the Code of Iowa states that the Board of Regents shall establish a program to recruit minority educators to faculty positions in the universities under the Board's control. The program shall include, but is not limited to, the creation of faculty positions in all areas of academic pursuit. This new Code section was added in 1989.

The fiscal year 1997 expenditures for the programs are:

University of Iowa	\$302,100
Iowa State University	165,819
University of Northern Iowa	<u>40,000</u>
Total	\$507,919

The UNIVERSITY OF IOWA is using the program funds to support seven faculty positions in the College of Education, the College of Engineering, the College of Law, the College of Liberal Arts, and the College of Pharmacy. The total minority faculty at the University of Iowa has grown to 192 minority tenure track faculty (11.2 percent of tenure-track faculty). Women tenure-track faculty have increased to 402 (23.5 percent) of total tenure-track faculty.

Since the program was initiated in fiscal year 1990, IOWA STATE UNIVERSITY has provided full or partial funding for 58 women or minority faculty members at a total cost of \$1.2 million. Representation of minorities among tenure-track faculty increased from 10.2 percent in 1996 to 11.3 percent in 1997. Representation of women among tenure-track faculty remained at 22.8 percent from 1996 to 1997.

The UNIVERSITY OF NORTHERN IOWA began its program in 1989 by supporting a minority faculty member for the political science department and in 1990 adding support for an administrative/academic position. A minority female has been recruited and hired as Associate Dean for the Graduate College and as a faculty member in the Department of Educational Administration and Counseling. Representation of minorities among tenure-track faculty increased from 9.8 percent in 1996 to 10.2 percent in 1997. Representation of women among tenure-track faculty decreased from 35.8 percent in 1996 to 35.5 percent in 1997.

Regent Beverly Smith, lead of the Affirmative Action Study Group, commented on the group's discussion of the annual reports at its meeting that morning. The study group will be scheduling more time to meet because there are some critical issues to be addressed. She said the Board of Regents is committed to affirmative action and the principles of equal opportunity. That commitment is reflected in the identification of diversity as one of the Board's key result areas.

ACTION: President Newlin stated the Board received the annual reports, as presented, by general consent.

LEGISLATIVE PROGRAM, 1998 SESSION. The Board Office recommended the Board give final approval to the proposals recommended for inclusion in the Board's legislative program for the 1998 session.

Prior to the convening of the Iowa Legislature each year, issues are identified for inclusion in the Regents legislative program. The following proposals were submitted to the Board for consideration.

The final report of the ACCESS Education Commission was released December 2, 1997. The Board Office recommended support for the first four recommendations. The fifth recommendation of the ACCESS Education Commission establishes an oversight and coordinating group for distance education. This recommendation would impose an additional layer of oversight and infringe on the Regents governance of its institutions.

The Board Office recommended that the Board oppose this recommendation of the ACCESS Commission.

The Information Technology Services of the State Department of General Services is proposing legislation related to electronic commerce issues. The Board Office recommended that the Board monitor this legislative proposal.

The Association of Iowa Hospitals and Health Systems is proposing legislation to repeal state sales tax on private hospitals. It was recommended that the Board monitor this proposal.

The State Department of General Services is proposing the General Assembly increase the public bid requirement for construction, repairs, or public improvements from \$25,000 to \$100,000. The Board Office recommended that the Board support the proposed change.

The University of Northern Iowa requested legislative relief for an increase in the allocation of fees to the Iowa Waste Reduction Center from \$.25/ton to \$.35/ton. The Board Office recommended support for this request.

The Board Office recommended monitoring ICN issues, which include subsidization for educational video usage, supplemental appropriations for operations, network upgrade, dial up access, and competitive rates for voice and data traffic.

The Regent technology request for a three-year funding commitment from the state for \$10.1 million each year for technology improvements to ensure Iowa's position of educational leadership was recommended for support in the legislative program.

The Board Office recommended support for the continuation of the excellent program of indigent health care services at the University of Iowa Hospitals and Clinics. The services to indigent patients are almost seven times the net cost from the state general fund. The benefits to medical students are of inestimable value.

The Governor's Commission on Educational Excellence for the 21st Century has made many recommendations, seven of which pertain directly to redesigning teacher and administrator education programs. The Board Office recommended support for these initiatives.

It was expected that legislation introduced during the 1997 legislative session regarding college savings plans would be introduced during the 1998 session. The Board Office recommended monitoring legislation related to college savings plans.

Mr. Richey said one new item, the ACCESS Education Commission report and recommendations, was added to the Board's legislative program. He noted that copies of the report were distributed to the Regents at the beginning of the meeting. One recommendation of the commission is for an additional layer of oversight with respect to distance education. He recommended the Board oppose that recommendation of the commission.

Mr. Richey stated that President Coleman was a member of the ACCESS Education Commission, and that she would be able to address the recommendation.

President Coleman stated that the additional layer of oversight with respect to distance education was a topic of intense discussion. The wording was carefully considered. She said she did not interpret the language as strictly as did Mr. Richey in terms of a board that would oversee the creation of distance education courses. The business members of the commission desired that higher education representatives receive regular input on the needs of business in terms of continuing educational courses. President Koob and she recommended that the input be provided by the appointment of ad hoc members to the Iowa Coordinating Council for Post-High School Education. Those ad hoc members would provide advice on ways in which higher education could address business needs. The recommendation in the commission's report was for an ongoing coordinating board. She supported Mr. Richey's recommendation that a coordinating board should have nothing to do with directing higher education institutions in the area of distance education. That type of activity is a Board responsibility not only for the Regents but for all of the private institutions, as well. There is good agreement among the higher education sector that it does not want any other governance board.

Regent Fisher asked for clarification of President Coleman's statement that the educational community recommended that business be represented on the Coordinating Council. President Coleman responded that at least once a year some members, who would be appointed by the Governor from the business community, would meet with the Coordinating Council to talk about the needs of the business community in the area of distance education. She said that was higher education's recommendation for receiving input from the business community; however, it was not seen as sufficient by the rest of the commission. For that reason, the commission recommended a free-standing group.

MOTION: Regent Kennedy moved to give final approval to the proposals recommended for inclusion in the Board's legislative program for the 1998 session. Regent Fisher seconded the motion. MOTION CARRIED UNANIMOUSLY.

President Newlin presented the following statement for adoption by the Board:

That the Board strongly supports continuation of the indigent patient (state papers) program at the UIHC because of its extraordinary benefits to the health care of lowans at a phenomenally low net cost and its critical importance to health science education.

MOTION: Regent Pellett moved to adopt the statement as presented by President Newlin. Regent Kennedy seconded the motion. MOTION CARRIED UNANIMOUSLY.

REPORT OF THE BANKING COMMITTEE. (a) General Report. The Board Office recommended the Board accept the report of the Banking Committee.

Regent Kennedy stated that at that morning's meeting, the Banking Committee approved the proposed bond issuance schedule for calendar year 1998 for an estimated total of \$70.8 million. The Banking Committee requested that its members be provided with a report on the total indebtedness of the Regent institutions. That information will be sent to the Banking Committee members within the next couple of

weeks. She stated that the Banking Committee received two Iowa State University internal audits and a status report on all institutional internal audit follow-ups. She said the Banking Committee approved a modification to the listing of approved financial institutions with which the institutions can do business.

MOTION: Regent Kennedy moved to accept the report and ratify the actions of the Banking Committee. Regent Fisher seconded the motion. MOTION CARRIED UNANIMOUSLY.

(b) Preliminary Resolution for the Sale of up to \$15.9 Million Academic Building Revenue Refunding Bonds, Series I.S.U. 1998. The Board Office recommended that the Board adopt a Resolution authorizing the Executive Director to fix the date or dates for the sale of up to \$15,900,000 Academic Building Revenue Refunding Bonds, Series I.S.U. 1998.

At its November 1997 meeting the Board approved the proposed refunding of Iowa State University Academic Building Revenue Bonds, Series 1987 and 1989. At that time it was proposed that the preliminary resolution for the sale of the bonds be brought forward in December 1997 with the sale of the refunding bonds to occur in January 1998. It was recommended that the Board adopt a resolution authorizing the Executive Director to fix the date or dates for the sale of up to \$15,900,000 Academic Building Revenue Refunding Bonds, Series I.S.U. 1998. The sale would take place at the January 15, 1998, Board meeting.

The two bond issues were identified for refunding because of cost savings which can result from currently low interest rates.

Tuition and fee revenues are used for debt service payments on academic building revenue bonds; a tuition replacement appropriation replaces that university revenue. The net and present value savings from the refundings in future tuition replacement appropriations exceed \$320,000 and \$900,000 respectively. The refundings have also provided an opportunity for a modest amount of restructuring of debt service payments to provide a more level tuition replacement appropriation requirement over the next few years.

MOTION: Regent Kennedy moved to adopt a Resolution authorizing the Executive Director to fix the date or dates for the sale of up to \$15,900,000 Academic Building Revenue Refunding Bonds, Series I.S.U. 1998. Regent Lande seconded the motion, and upon the roll being called, the following voted:
AYE: Ahrens, Arenson, Fisher, Kelly, Kennedy, Lande, Newlin, Pellett, Smith.
NAY: None.
ABSENT: None.

MOTION CARRIED.

AWARD OF EISENHOWER GRANTS. The Board Office recommended the Board approve the 1997 Eisenhower awards of \$436,042 as recommended by the Eisenhower Advisory Panel.

The Eisenhower Professional Development Program is a program of the U.S. Department of Education that is administered in each of the states. The Board of Regents is the designated state agency of higher education that oversees the distribution of funds to colleges, universities, and nonprofit corporations of demonstrated effectiveness in providing professional development of elementary and secondary teachers.

The majority of funding is used to provide professional development of elementary and secondary teachers in mathematics and science. As funding becomes available, professional development in other disciplines may be authorized. In the 1997 competition, grant applications were solicited in mathematics, science, language arts, or combinations thereof.

An advisory panel reviews all grant applications. The panel consists of educators representing the Regent universities, independent colleges and universities, community colleges, elementary and secondary schools, and the Iowa Department of Education.

Five grants were submitted in the 1997 competition. Four grants were recommended to the Board for funding. The grants recommended for funding were described as follows:

- | | | |
|----|--|-----------|
| 1. | Science and Mathematics: Implementation and Leadership
In Educational Standards, UNI | \$ 96,461 |
| 2. | Modeling Science and mathematics Reform through
Implementation of the National Standards (1998-1999), ISU | \$146,579 |
| 3. | Project Rise II (Regional Implementation of the
Standards in Education), SUI | \$ 98,189 |
| 4. | Leadership: Applying Standards Integration, UNI | \$ 94,813 |

MOTION: Regent Ahrens moved to approve the 1997 Eisenhower awards of \$436,042 as recommended by the Eisenhower Advisory Panel. Regent Smith seconded the motion. MOTION CARRIED UNANIMOUSLY.

Director Barak expressed appreciation to Assistant Director Tiegs, noting that he does all of the "leg work" on the Eisenhower program. He said Mr. Tiegs does an excellent job working with everyone on this project.

BIENNIAL REPORT ON UNIVERSITY RADIO STATIONS. The Board Office recommended the Board receive the biennial reports of the Regent university radio stations.

Each of the Regent universities operates radio stations as a public service to the citizens of Iowa, to enhance university outreach and as an educational and training experience for students interested in broadcast-related careers. University radio stations offer a wide variety of local and national programming, providing a mixture of cultural programs, news, and information. The current report on the university radio stations focused on FY 1996 and FY 1997 and included projections for FY 1998 and FY 1999.

Financial Summary
Regent University Radio Stations

	<u>Actual FY 1996</u>	Actual FY 1997	Budget FY 1998	Estimated FY 1999
University of Iowa	\$1,727,395	\$1,759,958	\$1,791,294	\$1,877,696
Iowa State University	\$1,941,737	\$2,078,391	\$2,029,150	\$2,103,013
University of Northern Iowa	\$1,675,383	\$1,594,735	\$1,658,890	\$1,697,774

Radio stations are funded primarily from three sources: university funds, federal support, and private donations. FY 1997 university funding accounted for 51 percent of radio station revenues at the University of Iowa, 38 percent of the revenues at Iowa State University, and 45 percent at the University of Northern Iowa. Little growth is expected in university funding.

Federal support through the Corporation for Public Broadcasting declined in FY 1996 and FY 1997 and was expected to decline further in FY 1998. Federal support through the Corporation for Public Broadcasting in FY 1997 accounted for 12 percent of University of Iowa radio station revenues, 14 percent of Iowa State University station revenues, and 15 percent of University of Northern Iowa station revenues.

Private donations are becoming an increasingly important source of revenue to the stations. In FY 1997, University of Iowa officials hired a fundraising consultant to develop strategies to significantly increase fundraising. For FY 1998 and FY 1999, University of Iowa projects the use of reserve funds for capital expenditures related to the relocation of facilities and an upgrade of the campus cable distribution system.

Permanent staff positions at the radio stations have remained constant. Student positions at the University of Iowa and the University of Northern Iowa radio stations have been reduced while maintaining a fairly constant number of student hours. The Iowa State University radio stations have increased student employment opportunities in both positions and hours.

The implementation and utilization of new digital technologies will require additional capital funding. The university radio stations are looking to federal grants and private fundraising to acquire these technologies.

Iowa State University has two Board-approved applications pending with the Federal Communications Commission (FCC) for new station licenses, and the University of Northern Iowa has seven. These licenses are not expected to be awarded quickly as other stations are competing for the same frequencies.

Regent Lande asked that each of the three universities create an opportunity when he could talk with the operating personnel of the radio stations especially with regard to their remote transmitter stations. He said he is a big fan of public radio; however, he was concerned about the overlap in the number of stations. He can receive five or six public radio stations in his home. He was concerned about the use of funds and wanted to learn more.

ACTION: President Newlin stated the Board received the biennial reports of the Regent university radio stations, by general consent.

REPORT ON AFFILIATED ORGANIZATIONS. The Board Office recommended the Board receive reports on the following affiliated organizations:

- SUI Alumni Association
- SUI Facilities Corporation
- SUI Foundation
- SUI Research Foundation
- SUI Student Publications, Inc.
- SUI Oakdale Research Park
- ISU Agricultural Foundation
- ISU Alumni Association
- ISU Foundation
- ISU Memorial Union
- ISU Press
- ISU Research Foundation
- UNI Alumni Association
- UNI Foundation

The fourteen Regent affiliated organizations listed above have fiscal years ending June 30. The annual reports, financial data, and audits for each organization are summarized in this report. Copies of the detailed information are retained at the Board Office.

Independent auditors reported that the financial statements of the affiliated organizations for the fiscal year ended June 30, 1997, were presented fairly in all material respects. The ISU Memorial Union reported an operating loss for FY 1997 of \$275,000.

The auditors' reports on the internal control structure noted material weaknesses in control procedures at two University of Iowa affiliated organizations: University of Iowa Research Foundation and University of Iowa Oakdale Research Park. The report on the University of Iowa Research Foundation disclosed two findings regarding daily cash receipts and reconciliation of the cash book. These findings were reported in FY 1996. The report of the Oakdale Research Park disclosed the lack of interim financial statements and the lack of reconciling transactions in the financial accounting system. The Research Foundation and Oakdale Research Park are working with the university and external auditors to develop and implement procedures that will resolve these findings.

Vice President True stated that control procedures weaknesses identified in the audits had to do with segregation of duties in small organizations. He said that issue has been resolved. With respect to the University of Iowa Foundation synopsis, he said the foundation is a very rich and complex organization that does an enormous amount of good for the university. University officials would like an opportunity in February to provide a more in-depth report on the activities of that organization. The affiliated organization reports are very complex. In the future, university officials will provide a sense of the organizations' activities when the annual reports are presented.

ACTION: President Newlin stated the Board received reports on the affiliated organizations, as presented, by general consent.

BOARD OFFICE PERSONNEL TRANSACTIONS. The Board Office recommended that the Board clarify the Retirement Incentive Program approved for the University of Northern Iowa in June 1997 to authorize as an option full TIAA-CREF cashability as allowed by the rules governing TIAA-CREF.

The Board Office reported there were no personnel transactions on its personnel register this month.

The Board approved participation of the University of Northern Iowa in the Retirement Incentive Program in June 1997. The application window period was approved for June 1, 1997, through November 30, 1997, with 10 participants.

Differences in interpretations of Board's intent in approving the program for the University of Northern Iowa have arisen.

It was recommended that the University of Northern Iowa be authorized to offer as an option full TIAA-CREF cashability as allowed by the rules governing TIAA-CREF. This policy would be similar to the program approved for Iowa State University in July 1997.

Regent Lande stated that during an earlier visit of this subject, Mr. Richey had some concerns about cashability. Mr. Richey responded that his concerns were resolved by the adoption of a window program.

MOTION: Regent Fisher moved to clarify the Retirement Incentive Program approved for the University of Northern Iowa in June 1997 to authorize as an option full TIAA-CREF cashability as allowed by the rules governing TIAA-CREF. Regent Lande seconded the motion. **MOTION CARRIED UNANIMOUSLY.**

APPROVAL OF VENDORS WITH A POTENTIAL CONFLICT OF INTEREST. The Board Office recommended the Board approve the request from the University of Iowa to add The Wool Shed and The Embroidery Shop to the list of approved vendors with a potential conflict of interest.

Vendors at the Regent institutions with a potential conflict of interest are required by statute to be approved by the Board.

University of Iowa officials requested approval to add The Wool Shed and The Embroidery Shop to the list of approved vendors with a potential conflict of interest. Wanda Wilker, employed as a half-time clerk in the University of Iowa Payroll Department, owns The Wool Shop and The Embroidery Shop.

University of Iowa officials have provided assurances that procedures in place will be applied to these vendors to ensure adherence to the conflict of interest policy.

MOTION: Regent Fisher moved to approve the request from the University of Iowa to add The Wool Shed and The Embroidery Shop to the list of approved vendors with a potential conflict of interest. Regent Smith seconded the motion, and upon the roll being called, the following voted:
AYE: Ahrens, Arenson, Fisher, Kelly, Kennedy, Lande, Newlin, Pellett, Smith.
NAY: None.
ABSENT: None.

MOTION CARRIED.

APPROVAL OF ADMINISTRATIVE RULES. (a) Native American Policy. The Board Office recommended the Board approve an amendment to the Iowa Administrative Code that adds a subrule on assessing Iowa resident tuition and fees to nonresident American Indian students who maintain identification with tribes or nations historically connected with Iowa.

In October 1997, the Affirmative Action Priority Study Group proposed that non-resident members of American Indian Tribes/Nations historically associated with the state of Iowa be assessed Iowa resident tuition and fees.

This proposal required a change in the Iowa Administrative Code pertaining to the section on tuition and fees for Regent universities.

The Notice of Intended Action was published on November 5, 1997, for a public comment period that lasted until November 26, 1997. No comments were received from the public. A public hearing on the proposed rules was held in Des Moines on November 26, 1997. No persons came forward to voice concerns at the hearing.

The Administrative Rules Review Committee reviewed this matter on December 10. The proposal before the Board was the same as was presented in October.

Mr. Richey stated that Regent representatives appeared before the Administrative Rules Review Committee.

President Coleman asked to publicly thank Regent Smith and Mr. Richey for their work in this area. She expressed appreciation for their advocacy.

MOTION: Regent Smith moved to approve an amendment to the Iowa Administrative Code that adds a subrule on assessing Iowa resident tuition and fees to nonresident American Indian students who maintain identification with tribes or nations historically connected with Iowa. Regent Pellett seconded the motion. MOTION CARRIED UNANIMOUSLY.

(b) Merit Rule Changes. The Board Office recommended the Board approve amendments to the Iowa Administrative Code regarding the Regents Merit System.

In October 1997, the Board received the annual governance report for the Regents Merit System. Included in that report were recommendations for two revisions of the Merit System Rules. The first recommendation was to change the language to reflect the rates for shift differential that were bargained in the current AFSCME contract. The second revision brings the rule for pay on reinstatement in line with language in the reinstatement rule.

This proposal required a change in the Iowa Administrative Code pertaining to the section in Chapter 3, "Personnel Administration."

The Notice of Intended Action was published on November 5, 1997, for a public comment period that lasted until November 26, 1997. No comments were received from the public. A public hearing on the proposed rules was held in Des Moines on November 26, 1997. No persons came forward to voice concerns at the hearing.

The Administrative Rules Review Committee reviewed this matter on December 10. The proposal before the Board was the same as was presented in October.

MOTION: Regent Fisher moved to approve amendments to the Iowa Administrative Code regarding the Regents Merit System. Regent Pellett seconded the motion. MOTION CARRIED UNANIMOUSLY.

(c) Conflict of Interest Vendors. The Board Office recommended the Board approve the amendment to the Iowa Administrative Code regarding approval of vendors with a potential conflict of interest.

In October 1997, the Board gave preliminary approval to revise administrative rules regarding roll call vote approval of vendors with a potential conflict of interest. A Notice of Intended Action was published on November 5, 1997, for a public comment period that lasted until November 26, 1997. No comments were received from the public. A public hearing on the proposed rules was held in Des Moines on November 26, 1997. No persons came forward to voice concerns at the hearing.

Code of Iowa, Section 68B.4, states that regulatory board members must give consent to officials or employees of the regulatory agency who wish to sell goods and services to the agency. Section 68B.4 of the Code of Iowa further states that the regulatory agency shall specify the rules by which consent is given. The Board of Regents is declared to be a regulatory agency. Section 681-8.9(1)a of the Iowa Administrative Code currently requires the Board of Regents to approve vendors with a potential conflict of interest by a roll call vote. The revision would eliminate the requirement for roll call vote approval.

The Administrative Rules Review Committee reviewed this matter on December 10.

MOTION: Regent Smith moved to approve the amendment to the Iowa Administrative Code regarding approval of vendors with a potential conflict of interest. Regent Kennedy seconded the motion. MOTION CARRIED UNANIMOUSLY.

STATUS REPORT ON BOARD OFFICE BUDGET. The Board Office recommended the Board receive the report.

Anticipated expenditures remain at the same level as last month. The expenditures are very close to the budgeted amount for fiscal year 1998.

ACTION: President Newlin stated the report was received, by general consent.

BOARD MEETINGS SCHEDULE. The Board Office recommended the Board approve the Board meetings schedule.

January 15, 1998	Telephonic Conference Call	
January 19-21, 1998	Board Retreat at Marriott Hotel	West Des Moines
February 18-19, 1998	University of Iowa	Iowa City
March 18-19, 1998	Iowa State University	Ames
April 14-15, 1998	Iowa School for the Deaf	Council Bluffs
May 20, 1998	Iowa Braille and Sight Saving School	Vinton
May 21, 1998	University of Northern Iowa	Cedar Falls
June 15-17, 1998	University of Iowa	Iowa City
July 15-16, 1998	Iowa State University	Ames
September 23-24, 1998	University of Iowa	Iowa City
October 21-22, 1998	University of Northern Iowa	Cedar Falls
November 18-19, 1998	Iowa State University	Ames
December 3, 1998	(To be determined)	Des Moines
January 20, 1999	Telephonic Conference Call	
February 17-18, 1999	University of Iowa	Iowa City
March 17-18, 1999	Iowa State University	Ames
April 21, 1999	Iowa Braille and Sight Saving School	Vinton
April 22, 1999	University of Northern Iowa	Cedar Falls
May 19-20, 1999	Iowa School for the Deaf	Council Bluffs
June 16-17, 1999	University of Iowa	Iowa City
July 14-15, 1999	Iowa State University	Ames
September 15-16, 1999	University of Northern Iowa	Cedar Falls
October 20-21, 1999	University of Iowa	Iowa City
November 17-18, 1999	Iowa State University	Ames
December 15-16, 1999	(To be determined)	Des Moines

President Newlin stated that there were questions raised at last month's Board meeting regarding the meetings schedule. He said he was reviewing those comments. With regard to the June 1998 meeting being shown to last three days, he said plans were being made for the evening of the first day (June 15) for a retirement party for Wayne Richey.

Regent Ahrens asked about the Board retreat being scheduled for three days. President Newlin said that was under examination but for now to hold those days open. The time necessary for the retreat will depend upon the outcome of the MGT report and recommendations regarding performance indicators.

Regent Fisher noted that most of the meetings were scheduled for two and three days. He asked that, when appropriate, President Newlin try to consolidate the meetings. President Newlin responded that whatever could be done would be done.

ACTION:

President Newlin stated the Board meetings schedule was approved, by general consent.

President Newlin then asked Board members and institutional officials if there were additional general or miscellaneous items for discussion. There were none.

STATE UNIVERSITY OF IOWA

The following business pertaining to the State University of Iowa was transacted on Thursday, December 18, 1997.

RATIFICATION OF PERSONNEL TRANSACTIONS. The Board Office recommended the Board ratify personnel transactions, as follows:

Register of Personnel Changes for October 1997.

MOTION: Regent Fisher moved to approve the personnel transactions, as presented. Regent Lande seconded the motion. MOTION CARRIED UNANIMOUSLY.

STRATEGIC PLANNING PROGRESS REPORT. The Board Office recommended the Board receive the report and presentation by President Coleman.

The University of Iowa's strategic planning update included quantitative targets that were presented to the Board in May 1997 as part of the University of Iowa's strategic plan, *Achieving Distinction 2000*.

These targets provide quantitative, measurable criteria against which to assess the university's annual progress in achieving the goals of its strategic plan.

This year university officials indicated progress in twenty-seven areas and a lack of progress in eight. Two additional indicators remain under development.

The University of Iowa plan includes seven goals: (1) Comprehensive Strength in Undergraduate Programs, (2) Premier Graduate & Professional Programs in a Significant Number of Areas, (3) A Faculty of National and International Distinction, (4) Distinguished Research and Scholarship, (5) A Culturally Diverse and Inclusive University Community, (6) Strong Ties between the University and External Constituencies, (7) A High-Quality Academic and Working Environment.

The most recent results for each quantitative indicator are listed under each goal in the chart.

President Coleman presented a progress report on the University of Iowa's strategic planning activities. She stated that the University of Iowa ranks among the up and coming universities in this country. Because of its risk taking and strategic planning, it is a university on the rise.

President Coleman reviewed fiscal year 1997 month by month as it related to indicators of progress in meeting strategic goals. She noted that internal reallocation is an important part of the university's efforts. University of Iowa student Susan B. Frank received an award for best dissertation in the U.S. in 1997. The University of Iowa is the only university in the country to have three students receive this award. With regard to training faculty to use technology, she said university officials plan to quadruple the number of general assignment classrooms that are able to accommodate new teaching technologies. A target for the university is to be counted among the safest 25 percent of campuses in the country. Other areas addressed by President Coleman included building renewal, strong ties between the university and external constituencies, patient visits to the health science centers, annual number of contributors, distinguished research and scholarship, and external funding for sponsored programs.

President Coleman concluded her presentation by stating that university officials have made tremendous strides in achieving the university's strategic plan and bringing the budget into line with it. The university continues to aspire to be counted among the best public universities in the country.

President Newlin expressed the Board's appreciation for the progress report on the University of Iowa strategic plan, its measurable objectives, strategies and action steps.

President Newlin asked if University of Iowa officials would return to the Board in November of next year with the next update. President Coleman responded affirmatively.

ACTION: President Newlin stated the Board received the report and presentation by President Coleman, by general consent.

REGISTER OF CAPITAL IMPROVEMENT BUSINESS TRANSACTIONS. The Board Office recommended that the Register of Capital Improvement Business Transactions for the University of Iowa be approved.

PROJECT DESCRIPTIONS AND BUDGETS

Macbride Hall—Renovate Auditorium

\$1,782,000

Source of Funds: Building Renewal and Income from Treasurer's
Temporary Investments

Preliminary Budget

Construction	\$ 1,407,750
Design, Inspection and Administration	
Consultants	159,400
Architectural/Engineering Services	74,050
Contingency	<u>140,800</u>
 TOTAL	 <u>\$ 1,782,000</u>

University officials requested approval of a project description and budget in the amount of \$1,782,000 to renovate and modernize the auditorium of Macbride Hall.

The Macbride Hall auditorium is the largest instructional and lecture facility on campus. It is the only place where classes with enrollments that exceed 400 students can be held. The auditorium has not been remodeled since 1974 and is in need of major technological and cosmetic improvements to function effectively as an instructional facility. The renovation project will provide physical and technological improvements to ensure that the auditorium will provide a modern, functional facility.

The project area of approximately 8,700 square feet will include the auditorium which has a seating capacity of 773 (to be modified to 760), the stage, balcony seating area, dressing rooms, backstage support areas, and mechanical and electrical spaces. The project will include the installation of new seating, carpet, stage curtains, and the construction of a new projection booth. The stage will be lowered and ramped to improve the accessibility and flexibility of the facility. Additional improvements will include the construction of new backstage rooms, installation of new doors, and mechanical and electrical modifications. The house lighting will be upgraded and acoustical wall panels will be installed to enhance the acoustical properties of the room. In addition, the project will restore the significant historical character of the various areas of the auditorium.

New audio-visual equipment will also be purchased for use in the auditorium. The project budget does not include the cost for this equipment which will be purchased with university funds earmarked for instructional equipment.

The renovation project includes the completion of fire safety improvements for the auditorium. The improvements, which include the installation of a sprinkler and detection system and a new building fire alarm panel, comprise the auditorium portion of a fire safety project for Macbride Hall which is to be completed next year.

Chemistry Building—Remodel Fifth Floor—Southeast Wing \$1,565,000

Preliminary Budget

Construction	\$ 1,233,300
Design, Inspection and Administration	
Consultants	148,800
Design and Construction Services	58,700

Contingency	<u>124,200</u>
TOTAL	<u>\$ 1,565,000</u>
Source of Funds:	
Building Renewal and Income from Treasurer's Temporary Investments	\$ 1,085,000
National Science Foundation Grant	<u>480,000</u>
TOTAL	<u>\$ 1,565,000</u>

University officials requested approval of a project description and budget in the amount of \$1,565,000 to renovate the fifth floor of the southeast wing of the Chemistry Building. This area of the building contains a number of obsolete teaching laboratories which require reconfiguration and improvements in order to function as a modern research facility.

Approximately 6,600 square feet of space will be remodeled into research laboratories, support areas and a limited number of offices. Work will include demolition of interior partitions and a portion of the roof, and construction of a new roof, walls, ceilings, windows, doors and interior finishes. In addition, the project will include installation of a new heating, ventilating and air conditioning system to serve the area, fire alarm devices, fume hoods, casework, and other fixed equipment for the laboratories, and mechanical upgrades as required.

The project will be partially funded with a grant from the National Science Foundation.

Hancher Auditorium, Voxman Music Building—Replace Cooling Tower \$371,000
Source of Funds: Building Renewal Funds

Preliminary Budget

Construction	\$ 296,917
Design, Inspection and Administration	
Design/Construction Services	42,160
Consultants	2,000
Contingency	<u>29,923</u>
TOTAL	<u>\$ 371,000</u>

University officials requested approval of a project description and budget in the amount of \$371,000 to replace the chilled water cooling tower which serves Hancher Auditorium and the Voxman Music Building.

The existing cooling tower, which was installed when the building was constructed in 1972, is beyond repair. The replacement of the tower is necessary to continue air conditioning service to the buildings. The project will also include installation of new valves and controls and electrical improvements.

University Hospitals and Clinics—Carver Pavilion East Window

\$325,000

Wall Upgrade

Source of Funds: University Hospitals Building Usage Funds

Preliminary Budget

Construction	\$ 260,000
Architectural/Engineering Support	26,000
Planning and Supervision	13,000
Contingency	<u>26,000</u>
 TOTAL	 <u>\$ 325,000</u>

University officials requested approval of a project description and budget in the amount of \$325,000 to replace the glass gasketing system of the east window curtain wall of Carver Pavilion.

The gasketing of the current window system, which was installed in 1981, has deteriorated to the extent that water, snow and air have infiltrated into the building causing damage to interior finishes. The deteriorating gasketing also causes the windowpanes to separate resulting in a breakdown of thermal properties and clouding of the glass. The project will include removal and replacement of the existing curtain wall glass gasketing system and the damaged glass sections.

Westlawn Renovation and Expansion--
Student Health Service Relocation and
College of Medicine Programs

Dec. 1996 Budget \$6,863,750
 Dec. 1997 Budget \$6,863,750

Project Budget

	Initial Budget <u>Dec. 1996</u>	Amended Budget <u>Dec. 1997</u>
Construction	\$ 5,296,000	\$ 5,296,000
Architectural/engineering Support	529,600	529,600
Furniture and Equipment	243,750	243,750
Planning and Supervision	264,800	264,800
Contingencies	<u>529,600</u>	<u>529,600</u>
 TOTAL	 <u>\$ 6,863,750</u>	 <u>\$ 6,863,750</u>
 Source of Funds:		
Student Health Facility Revenue Bonds	\$ 3,700,000	\$ 3,333,370
Income from Treasurer's Temporary Investments	1,550,000	1,550,000
College of Medicine Gifts and Earnings	1,613,750	1,613,750
Student Health Service Improvement Reserve Fund	<u>0</u>	<u>366,630</u>
 TOTAL	 <u>\$ 6,863,750</u>	 <u>\$ 6,863,750</u>

University officials requested approval of an amended project budget. The project budget approved in December 1996 included project funding of \$3,700,000 from Student Health Facility Revenue Bonds which were sold in February 1997. The Student Health Facility Reserve Fund needs to be established with proceeds of the bond sale rather than existing funds. The amended budget reduces project funding from the bond sale to \$3,333,370 and replaces the bond proceeds used to establish the reserve fund (\$366,630) with funds from the Student Health Service Improvement Reserve Fund. The total project budget does not change.

* * * * *

University officials presented five projects with budgets of less than \$250,000. The titles, source of funds and estimated budgets for the projects were listed in the register prepared by the university.

* * * * *

ARCHITECT ENGINEER AGREEMENTS

Macbride Hall—Renovate Auditorium
 Rohrbach Carlson, Iowa City, Iowa

\$136,900

University officials requested approval to enter into an agreement with Rohrbach Carlson to provide design services for the project. The agreement provides for a fixed fee of \$126,900, with reimbursable expenses not to exceed \$10,000 for a total fee of \$136,900.

Chemistry Building—Remodel Fifth Floor—Southeast Wing \$164,277
Rohrbach Carlson, Iowa City, Iowa

University officials requested approval to enter into an agreement with Rohrbach Carlson to provide design services for the project. The agreement provides for full services through construction documents and includes construction services. The agreement provides for a fixed fee of \$154,277, with reimbursable expenses not to exceed \$10,000 for a total fee of \$164,277.

University Hospitals and Clinics—Exterior Brick Work Maintenance-- \$61,689
Boyd Tower and South Wing
Shive-Hattery, Iowa City, Iowa

University officials requested approval to enter into an agreement with Shive-Hattery to provide design services for the project. The agreement, which includes construction services, provides for a fixed fee of \$57,989, with reimbursable expenses not to exceed \$3,700 for a total fee of \$61,689.

University Hospitals and Clinics—Cardiovascular MRI Unit Installation \$57,165
A and J Associates, Iowa City, Iowa

University officials requested approval to enter into an agreement with A and J Associates to provide design services for the project. The agreement provides for a fixed fee of \$52,665, with reimbursable expenses not to exceed \$4,500 for a total fee of \$57,165.

Phillips Hall—HVAC Renovation, Phase 2—Provide Service to \$44,737
Floors 2 and 3
ZBA, Inc., Iowa City, Iowa

University officials requested approval to enter into an agreement with ZBA, Inc., to provide design services for the project. The agreement provides for a fixed fee of \$40,305, with reimbursable expenses not to exceed \$4,432 for a total fee of \$44,737.

Institutional Roads—Hawkins Drive Reconstruction \$41,644
Shive-Hattery, Iowa City, Iowa

University officials requested approval to enter into an agreement with Shive-Hattery to provide engineering services for the reconstruction of 800 feet of Hawkins Drive on the east side of Kinnick Stadium. The project will include the reconstruction of Hawkins Drive from the intersection of Hawkins Drive and Melrose Avenue to the intersection of Hawkins Drive and Stadium Drive. Work will include the removal of the existing road and the construction of an eight inch thick concrete roadway. The project is included in the university's 1998 Institutional Roads program which was approved by the Board in July 1997.

The agreement provides for a fixed fee of \$39,644, with reimbursable expenses not to exceed \$2,000 for a total fee of \$41,644.

University Hospitals and Clinics—Boyd Tower Sprinkler System
\$31,837.80

Installation

ZBA, Inc., Iowa City, Iowa

University officials requested approval to enter into an agreement with ZBA, Inc., to provide design services for the project. The agreement provides for a fixed fee of \$28,415, with reimbursable expenses not to exceed \$3,422.80 for a total fee of \$31,837.80.

University Hospitals and Clinics—Information Systems Staff Office **\$31,800**
Development

Hansen Lind Meyer, Iowa City, Iowa

University officials requested approval to enter into an agreement with Hansen Lind Meyer to provide design services for the project. The agreement provides for a fixed fee of \$29,400, with reimbursable expenses not to exceed \$2,400 for a total fee of \$31,800.

Levitt Center for University Advancement **Amendment #1 \$358,500**
(Furnishings Consultation)

Brooks Borg and Skiles, Des Moines, Iowa

University officials presented the negotiated amendment which provides for an additional fee of \$358,500. Amendment #1 will not result in an increase in the total project budget.

Engineering Building Modernization/Addition **Amendment #3 \$41,565**
Neumann Monson, Iowa City, Iowa/ **Amendment #4**
\$11,000

Anshen + Allen, Los Angeles, CA

University officials requested approval of Amendments #3 and #4 to the agreement. Amendment #3 in the amount of \$41,565 will provide additional design services for data and communications services for the existing Engineering Building space. Amendment #4 in the amount of \$11,000 will provide for the services of an acoustical consultant. The scope of the acoustical services will include review of specific areas in the building including the Lecture Hall, classrooms, Learning Center, and the atrium. In addition, these services will include the review of general sound isolation requirements such as noise and vibration control for the heating, ventilating and air conditioning system, and noise control for the emergency generator.

Amendments #3 and #4 will not result in an increase in the total project budget.

CONSTRUCTION CONTRACTS

Bowen Science Building—Remodel Portion of Core 5-400-- **\$160,741**

Physiology Package 5, Phase 1

Award to: Hinman Contractor and Builder, Inc., Muscatine, Iowa
(6 bids received)

FINAL REPORTS

<u>Slater Hall—Replace Windows</u>	<u>\$425,819.23</u>
<u>Calvin Hall—Replace Windows</u>	<u>\$340,131.27</u>
<u>Burge Hall—Replace Windows—First and Fourth Houses</u>	<u>\$265,552.85</u>
<u>President’s Residence—Front Entrance Access Improvements</u>	<u>\$121,244.17</u>

MOTION: Regent Kennedy moved that the Register of Capital Improvement Business Transactions for the University of Iowa be approved, as presented. Regent Fisher seconded the motion. MOTION CARRIED UNANIMOUSLY.

APPROVAL OF LEASES AND EASEMENTS. The Board Office recommended the Board approve leases and easements, as presented.

University officials requested approval of the following lease agreements as lessor for business incubator space in the Technology Innovation Center at the Oakdale Campus:

- With Integrated Engineering Solutions for its use of 484 square feet of space at the rate of \$242 per month (\$6 per square foot, \$2,904 per year) for a 12-month period;
- With Adaptive Computer Systems, Inc., for its use of 264 square feet of space at the rate of \$132 per month (\$6 per square foot, \$1,584 per year) for a 12-month period.

University officials requested approval to enter into a temporary grading easement agreement with North Ridge Land Development Company for the grading of a strip of land at the Oakdale Campus; the construction easement will provide for completion of the grading project at no cost to the university by July 1, 1998.

MOTION: Regent Kennedy moved to approve leases and easements, as presented. Regent Smith seconded the motion, and upon the roll being called, the following voted:
AYE: Ahrens, Arenson, Fisher, Kelly, Kennedy, Lande, Newlin, Pellett, Smith.
NAY: None.
ABSENT: None.

MOTION CARRIED.

TRAFFIC VIOLATION FINE SCHEDULE. The Board Office recommended that the Board give preliminary approval to the traffic violation fine schedule for bicycles, skateboards, and skates at the University of Iowa.

In November 1997, the Board approved amendments to the traffic regulations at the University of Iowa, which are part of the Iowa Administrative Code. The amendments provide the authority for the university to regulate traffic and violations of traffic rules by student and nonstudent users of bicycles, skateboards, roller and in-line skates, and similar modes of transportation. The approved changes allow for establishing fines for these violations, which could be effective as soon as January 21, 1998.

University officials proposed a new \$25 fine for several traffic violations related to bicycles, skateboards, and skates. These amounts are within the established guidelines.

MOTION:

Regent Kennedy moved to give preliminary approval to the traffic violation fine schedule for bicycles, skateboards, and skates at the University of Iowa. Regent Fisher seconded the motion.
MOTION CARRIED UNANIMOUSLY.

President Newlin then asked Board members and institutional officials if there were additional items for discussion pertaining to the University of Iowa. There were none.

IOWA STATE UNIVERSITY

The following business pertaining to Iowa State University was transacted on Thursday, December 18, 1997.

RATIFICATION OF PERSONNEL TRANSACTIONS. The Board Office recommended the Board approve personnel transactions, as follows:

Register of Personnel Changes for November 1997 which included seven requests for early retirement and three requests for phased retirement.

The register included the following appointment which was presented for the Board's information:

Appointment: Sheryl Rippke as Director of Internal Audit, effective December 1, 1997, at an annual salary of \$53,500.

MOTION: Regent Fisher moved to approve personnel transactions, as presented. Regent Lande seconded the motion. MOTION CARRIED UNANIMOUSLY.

ACCEPT REPORT ON CLOSURE OF THE CENTER FOR AMORPHOUS SEMICONDUCTORS, INC. The Board Office recommended the Board receive the report on the closure of the Center for Amorphous Semiconductors, Inc., at Iowa State University.

Iowa State University officials reported on the closure of the Center for Amorphous Semiconductors, Inc. The center was established in 1988 in collaboration with 3M to develop new basic research, analysis, and production techniques that would support the expansion of amorphous silicon related business in Iowa. The work envisioned has been completed and a new Iowa-based company has been launched. The principals have mutually agreed that the center should not be continued.

This proposed action was consistent with Board policy that centers which have outlived their purpose be closed.

MOTION: Regent Pellett moved to receive the report on the closure of the Center for Amorphous Semiconductors, Inc., at Iowa State University. Regent Fisher seconded the motion. MOTION CARRIED UNANIMOUSLY.

ACCEPT REPORT ON CLOSURE OF THE MIDWEST TRANSPORTATION CENTER.

The Board Office recommended the Board receive report on the closure of the Midwest Transportation Center.

Iowa State University officials reported on the closure of the Midwest Transportation Center. The center was a consortium of Iowa State University and the University of Iowa which served for many years as the U.S. Department of Transportation University Research Center for Federal Region VII. In 1994, another multi-state consortium won designation as the U.S. Department of Transportation regional center. Consequently, all programs associated with the Midwest Transportation Center were phased out and the center can now be closed.

MOTION:

Regent Pellett moved to receive the report on the closure of the Midwest Transportation Center.
Regent Fisher seconded the motion. MOTION CARRIED UNANIMOUSLY.

Regent Pellett noted that the Board was actually closing centers, an issue which had been discussed at some length in the past. She expressed her approval.

REGISTER OF CAPITAL IMPROVEMENT BUSINESS TRANSACTIONS. The Board Office recommended that the Register of Capital Improvement Business Transactions for Iowa State University be approved.

PROJECT DESCRIPTIONS AND BUDGETS

Institutional Roads Projects—Special Maintenance 1998
Source of Funds: Institutional Roads

\$406,000

Preliminary Budget

Construction Costs	\$ 341,000
Professional Fees	38,000
Project Reserve	27,000
 TOTAL	 <u>\$ 406,000</u>

University officials requested approval of a project description and budget in the amount of \$406,000 to provide paving maintenance work on several campus roads.

University officials identified Pammel Drive, Richardson Court, and Town Engineering Road for minor patching, curb repair and surface overlays. Mortenson Road and the east Veterinary Medicine Drive will receive full-depth patching and sub-drain improvements. Edenburg Drive will receive minor milling and surface overlay. The work will be undertaken during the summer of 1998.

The repair project was included in the university's 1998 Institutional Roads program which was approved by the Board in July 1997. Construction will be contracted and administered through the Iowa Department of Transportation.

Farm House Museum—Exterior Renovation

\$320,000

Preliminary Budget

Construction Costs	\$ 215,250
Professional Fees	40,189
Utilities Extensions	1,050
Project Reserve	63,511

TOTAL \$ 320,000

Source of Funds:

ISU Foundation	\$ 220,000
College of Agriculture	50,000
General University Funds	50,000

TOTAL \$ 320,000

University officials requested approval of a project description and budget in the amount of \$320,000 to provide exterior repairs to the Farm House Museum located on the university campus. The university recently completed a study of the Farm House Museum to assess the building’s physical condition. The study has indicated the need for major repairs to the exterior envelop to stabilize and correct deterioration and structural deficiencies.

This project will provide for repairs to the roof systems, exterior wall construction, windows, foundations and sub-surface drainage systems. In addition, repairs will be made to the north and south porches, and the existing west porch will be rebuilt to resolve major structural problems.

Due to the large number of visitors and the building’s designation as a National Historic Landmark, the university intends to include improvements to provide access for persons with disabilities as part of the renovation project.

* * * * *

University officials presented two projects with budgets of less than \$250,000. Included was a project at the residence of the University President which was presented in accordance with Section 9.06E of the Board of Regents Procedural Guide which requires Board approval of projects at the residence of the institutional head which exceed \$10,000.

The Knoll—Replace Fire Alarm System

\$12,000

Source of Funds: Income from Treasurer’s Temporary Investments

Preliminary Budget

Construction Costs	\$ 9,850
Professional Fees	560
Project Reserve	1,590

TOTAL \$ 12,000

University officials requested approval of a project description and budget in the amount of \$12,000 to install a new fire alarm system in The Knoll. The existing fire alarm system in the home is obsolete and repair parts are no longer available. The project will replace the fire alarm system, reusing the existing wire and raceway. The project will also replace the existing digital dialer system with a new building automation system terminal.

* * * * *

The title, source of funds and estimated budget for the remaining project under \$250,000 was listed in the register prepared by the university.

ARCHITECT/ENGINEER AGREEMENTS

Maple Hall Remodeling and Flood Mitigation \$1,054,000
Rietz Consultants, Ames, Iowa

University officials requested approval to enter into an agreement with Rietz Consultants to provide design services for the project. The university received expressions of interest from 11 firms to provide design services for the project. Three firms were interviewed by the university's Architectural Selection Committee. University officials recommended the selection of Rietz Consultants based on the firm's experience in the design of similar projects, previous knowledge of the facilities to be remodeled, and ability to proceed with the design on an accelerated time schedule.

The agreement provides for a fixed fee of \$1,054,000, including reimbursables. The agreement will provide all architectural and engineering services from pre-design through construction, including civil engineering services for the flood mitigation portion of the project.

Jack Trice Stadium—Deferred Maintenance 1998 \$34,325
Stott and Associates, Ames, Iowa

University officials requested approval to enter into an agreement with Stott and Associates to provide full design services for the project. The firm was selected based on its experience in the design of a similar projects and its ability to work within the project schedule. The agreement provides for a fee of \$34,325, including reimbursables.

College of Design Auditorium Addition \$183,730
Baldwin White Architects, Des Moines, Iowa

University officials requested approval to enter into an agreement with Baldwin White Architects to provide additional design services for the project. The agreement provides for a fee of \$183,730, including reimbursables. The agreement will provide for all architectural and engineering services from design development through construction.

Communications Building—Remodeling and Addition \$42,750
Savage Ver Ploeg and Associates, West Des Moines, Iowa

University officials requested approval to enter into an agreement with Savage Ver Ploeg and Associates to provide pre-design and schematic design services for the project. The university received expressions of interest from 15 firms to provide design services for the project. Six firms were interviewed by the university's Architectural Selection Committee. University officials recommended the selection of Savage Ver Ploeg and Associates based on the firm's experience in the design of similar projects, knowledge of the facilities to be remodeled, and ability to proceed with the design on an accelerated time schedule.

The agreement provides for a fee of \$42,750, including reimbursables. The agreement will provide for pre-design and schematic design services.

Fire Safety Improvements—FY 1998 and 1999 \$53,800
KJWW Engineering Consultants, Rock Island, IL

University officials requested approval to enter into an agreement with KJWW Engineering Consultants to provide engineering services for the Bessey Hall portion of the project. The agreement provides for a fee of \$53,800, including reimbursables. The agreement will provide all architectural and engineering services from pre-design through construction.

Livestock Infectious Disease Isolation Facility \$80,290
RDG Bussard Dikis, Des Moines, Iowa

University officials requested approval to enter into an agreement with RDG Bussard Dikis to provide pre-design and schematic design services for the BL-3 building to be constructed at the National Animal Disease Laboratory. A Biological Safety Level 3 (BL-3) facility provides for a higher level of protection for the study of more potent diseases and requires systems with more stringent control of waste products. Construction of this facility at the National Animal Disease Laboratory will allow utilization of the recently completed Biological Safety Level 3 necropsy/incinerator facility as well as the waste treatment facilities at the site.

The agreement provides for a maximum fee of \$80,290, including reimbursables.

State Gymnasium Remodeling \$80,000
Rudi/Lee/Dreyer, Ames, Iowa

University officials requested approval to enter into an agreement with Rudi/Lee/Dreyer to provide design services for the project. The university received expressions of interest from 15 firms to provide design services for the project. Six firms were interviewed by the university's Architectural Selection Committee. University officials recommended the selection of Rudi/Lee/Dreyer based on the firm's extensive experience in the design of similar projects and its ability to work within the project schedule.

The agreement provides for a fee of \$80,000, including reimbursables. The agreement will provide full design services for the project.

Institutional Roads Projects—Special Maintenance 1998 \$34,900
Snyder and Associates, Ankeny, Iowa

University officials requested approval to enter into an agreement with Snyder and Associates to provide design services for the project. The agreement provides for a fixed maximum fee of \$34,900, including reimbursables.

Student Services Building Remodeling \$327,250
Baldwin White Architects, Des Moines, Iowa

University officials requested approval to enter into an agreement with Baldwin White Architects to provide design services for the project. The university received expressions of interest from 15 firms to provide design services for the project. Six firms were interviewed by the university's Architectural Selection Committee. University officials recommended the selection of Baldwin White Architects based on the firm's demonstrated experience in the design of similar projects and its ability to work within the project schedule.

The agreement provides for a fee of \$327,250, including reimbursables. The agreement will provide pre-design through construction phase design services.

Engineering Teaching and Research Complex Amendment #1 \$919,656
The Weitz Company, Des Moines, Iowa

University officials requested approval of Amendment #1 to the agreement in the amount of \$919,656. The agreement with The Weitz Company includes pre-construction and basic services plus reimbursables. As indicated in October 1996, the reimbursable expenses did not include temporary general conditions work such as providing the site trailer, portable toilets, fencing, electrical power, trash removal and final clean-up. The university indicated that this work might be assigned to the construction manager to facilitate the overall construction effort, and an amendment to the agreement would be negotiated when the services were better defined.

The project schedule and contract packaging have now been sufficiently defined and the additional reimbursable expenses for these services have been determined. Amendment #1 in the amount of \$919,656 reflects an increase in the reimbursable amount to The Weitz Company for the general conditions services as well as the expenses for an on-site assistant superintendent and construction-phase testing.

All reimbursable expenses, including those provided for in this amendment, are billed to the university for the actual expenses incurred by the Construction Manager. The expenses are closely monitored by the university on a monthly basis, and university officials believe they are appropriate for the project.

Amendment #1 will not result in an increase in the total project budget.

ACCEPTANCE OF COMPLETED CONSTRUCTION CONTRACTS

Utilities—Electric System Improvements—FY 1997
Nikkel and Associates, Ames, Iowa

FINAL REPORTS

<u>Carver Hall—Second Floor—Remodel for ICN Classroom</u>	<u>\$452,048.01</u>
<u>Maple-Willow-Larch and Commons Facilities—1993 Flood Damage Mitigation</u>	<u>\$44,089.10</u>
<u>Curtiss Hall—Partial First Floor Remodeling and Air Handling Unit</u>	<u>\$803,252.71</u>
<u>Lagomarcino Hall—Basement Water Infiltration Correction</u>	<u>\$252,775.50</u>

MOTION: Regent Lande moved that the Register of Capital Improvement Business Transactions for Iowa State University be approved, as presented. Regent Smith seconded the motion. MOTION CARRIED UNANIMOUSLY.

APPROVAL OF LEASE/AGREEMENT. The Board Office recommended the Board approve the lease/agreement, as presented.

University officials requested approval to extend its firm power agreement with the City of Ames for a one-year period commencing June 1, 1999, through May 31, 2000; the amendment will maintain the firm power amount at the current amount of 9 megawatts.

MOTION: Regent Kennedy moved to approve the lease/agreement, as presented. Regent Smith seconded the motion, and upon the roll being called, the following voted:
AYE: Ahrens, Arenson, Fisher, Kelly, Kennedy, Lande, Newlin, Pellett, Smith.
NAY: None.
ABSENT: None.

MOTION CARRIED.

IOWA STATE CENTER ANNUAL REPORT. The Board Office recommended the Board receive the report on the Iowa State Center of Iowa State University for the year ended June 30, 1997.

The Iowa State Center includes the operations of Hilton Coliseum, Stephens Auditorium, Fisher Theater, the Scheman Building, and Exterior Events. Iowa State University has contracted with Ogden Entertainment, Inc., for the management of the center for over nine years. The mission of the center, its booking priorities, and operating policies and funds continue to be controlled by the university.

The Iowa State Center revenues and university subsidy for FY 1997 were \$7.1 million and expenses were \$6.8 million, leaving a surplus for the fiscal year of \$349,802. The surplus is being retained to address the substantial fire and deferred maintenance needs at the Center.

Ogden Entertainment, Inc., was paid a monthly management fee and commission on food and beverage concessions for a total of \$254,737 for FY 1997. From FY 1987 to FY 1997, concession sales have increased 174.2 percent while attendance at Center events has increased 4.2 percent.

The Iowa Auditor of State conducted an audit on the Iowa State Center for the fiscal year ended June 30, 1997. The audit report indicated that the financial statements were presented fairly in all material respects. No findings were reported.

ACTION: President Newlin stated the Board received the report on the Iowa State Center of Iowa State University for the year ended June 30, 1997, by general consent.

NAMING THE OLD MEATS LABORATORY THE IOWA FARM BUREAU PAVILION.

The Board Office recommended the Board approve the proposed name change of the Old Meats Laboratory to the Iowa Farm Bureau Pavilion.

Iowa State University officials requested approval to rename the pavilion in the new animal science project, known as the Old Meats Laboratory, to the Iowa Farm Bureau Pavilion upon completion of the current renovation program. This recommendation was in recognition of the \$500,000 donation by the Iowa Farm Bureau Federation in support of the renovation and construction of the addition.

In addition to their financial support on this project, the Iowa Farm Bureau Federation works closely with the faculty, staff, and students in the College of Agriculture. In recognition of these contributions, the University is requesting that the proposal to rename the Old Meats Laboratory to the Iowa Farm Bureau Pavilion be approved.

MOTION: Regent Ahrens moved to approve the proposed name change of the Old Meats Laboratory to the Iowa Farm Bureau Pavilion. Regent Lande seconded the motion. **MOTION CARRIED UNANIMOUSLY.**

President Newlin then asked Board members and institutional officials if there were additional items for discussion pertaining to Iowa State University. There were none.

UNIVERSITY OF NORTHERN IOWA

The following business pertaining to the University of Northern Iowa was transacted on Thursday, December 18, 1997.

REGISTER OF PERSONNEL TRANSACTIONS. The Board Office recommended the Board approve the university's personnel transactions, as follows:

Register of Personnel Changes for November 1997.

MOTION: Regent Fisher moved to approve the university's personnel transactions, as presented. Regent Lande seconded the motion. MOTION CARRIED UNANIMOUSLY.

REGISTER OF CAPITAL IMPROVEMENT BUSINESS TRANSACTIONS. The Board Office recommended the Board approve the university's capital register, as presented.

APPROVAL OF PROGRAM STATEMENTS AND DESIGN DOCUMENTS

Lang Hall Renovation

The Lang Hall Renovation project, to be funded by a capital appropriation authorized by the 1997 General Assembly, will provide for a major renovation of the 93,200 gross square foot building. Lang Hall serves as a major classroom facility and is located in the central campus core. The building currently houses 36 classrooms and portions of the College of Humanities and Fine Arts including elements of the Communication Studies Department, and faculty offices for portions of the English Language and Literature Department and Modern Language Department. The Department of Military Science is also located in the building.

Lang Hall was constructed in 1900 and has received only limited upgrades. Many elements of the structure have remained unchanged since the building's construction. The renovation project will repair deteriorated interior finishes and the building envelope, replace obsolete mechanical and electrical systems, and correct structural and fire safety deficiencies.

Renovation efforts will concentrate on updating the classroom facilities and consolidating the Communication Studies Department currently located in four separate buildings on campus. In addition, the renovated facility will house the university's Public Policy Office, Graduate College and Office of Public Relations.

The renovation will construct building additions to provide fire stairs, elevators and toilet facilities. Access by handicapped persons will be supported on all levels with the new elevators and toilet facilities.

The interior renovations will be consistent with the historical nature of the facility. The historical elements of the building interior will be maintained where possible. Oak wainscoting located on the main level will be preserved and selected areas of the ceiling will be designed to recall the original metal corridor ceilings.

The project will include preservation of the building exterior. Much of the exterior, including the roof structure, is in good condition and requires only minor repair. Renovation plans include restoration of the significant east elevation which remains much the same as when constructed. The exterior architectural elements and ornamental details of the original structure remain in good condition and will be repaired, cleaned, and sealed or repainted as appropriate.

The renovation project is scheduled to begin in the summer of 1998 with a construction period of approximately 26 months. The project will result in 61,500 net assignable square feet of space (99,900 gross square feet) for a net-to-gross ratio of 61.6 percent. The university considers this to be a favorable ratio given the thick load-bearing walls and circulation patterns, including 13 feet wide corridors, which will remain substantially unchanged. The renovated space will consist of 29,500 square feet of classroom space, 21,800 square feet of space for department and faculty offices, graduate work areas and student areas, and 10,200 square feet of support space.

The classrooms, laboratories and seminar rooms will be concentrated on the ground, first and second floors of the building. The existing building layout and classroom structure will be largely maintained on these levels. The offices of the Graduate College and Public Policy Department will be located on the first level for greatest exposure. The Office of Public Relations will be located on the ground floor.

The offices of the Department of Communication Studies will occupy the third floor of the facility. Although the structural corridor walls on this level will be retained, portions of the original corridor will be developed into occupied space and a new corridor will be created to provide access to faculty offices. With the consolidation of the Department of Communication Studies in Lang Hall, large program spaces for teleproduction and communications will be developed within the existing auditorium space.

The portions of the Departments of English Language and Literature and Modern Language presently housed in Lang Hall will be relocated to space in the Communication Arts Center and Baker Hall. These buildings currently house portions of the Department of Communication Studies which will be relocated to the renovated Lang Hall. The Department of Military Science will be relocated to the West Gym.

The strategic goals of the College of Humanities and Fine Arts emphasize greater use of technology to enhance educational quality and to deliver instruction (especially general education courses) in a cost-effective manner. The Lang Hall renovation project will provide a safe and functional educational environment and will allow the College to incorporate technology into a number of academic areas. The building will be equipped for the distribution of telephone and data wiring from the campus system. The project will provide spaces for computer network servers and hubs, and the system will provide flexibility for future technology changes.

The energy conservation measures incorporated in the renovation project either meet or exceed current state and federal standards. Included is the installation of a new energy efficient variable air volume air handling system utilizing hot and cold water for heating and cooling. Also included is the installation of a digital temperature control system allowing building zones to be remotely controlled, and weather barrier vestibules, new entrance doors, weather-stripping and hardware at the building entrances. In addition, the project will install high efficiency lighting fixtures with energy saving electronic ballasts, and dual level switching and occupancy sensors for lighting controls.

The construction cost estimate based on the schematic design is \$9,629,000, which equates to \$96.39 per square foot. This university considers this to be a reasonable cost considering the components of the renovation project including construction of the building additions and new interior space, installation of new mechanical, electrical and control systems and elevators, and preservation of the building exterior.

When the renovation is complete, Lang Hall will retain its position as a major classroom facility in the central campus core. The proposed site development for the project continues the established circulation patterns in this area of campus. An entrance courtyard northwest of the building will reinforce the new entrance on this side of the facility. Modifications are also planned to reinforce the existing major north and south entrances to the building. In addition, each of the three entrances will be developed as accessible entrances.

University officials do not expect the design to change to any significant degree from the schematic design. However, if significant design changes are necessary, university officials will return to the Board for another presentation.

Director Mikkelsen stated that Lang Hall is the oldest academic building on the University of Northern Iowa campus. He said the project will touch the hearts of everyone associated with the university. He thanked the students for their efforts in developing this project. The project will include a complete renovation of the building. The current design has a 52 percent net-to-gross efficiency ratio. The renovated building will have a 62 percent net-to-gross ratio. The renovation will provide for additional classrooms and laboratories.

Director Mikkelsen introduced Michael Broshar of InVision Architecture.

Mr. Broshar presented the plans for the renovation project. He said the intent is to preserve this major classroom facility. He reviewed the plans, floor by floor.

Regent Kennedy asked if it was common practice in facilities that accommodate large groups to have twice as many women's bathrooms as men's bathrooms. Mr. Broshar responded that the number of fixtures was based on requirements of the Uniform Plumbing Code which establishes slightly different levels for males and females.

Regent Kennedy asked for the level. Mr. Broshar responded that he did not know the level specifically. He said the number of water closets in the women's bathrooms were approximately equal to the combination of water closets and urinals in the men's bathrooms.

Vice President Conner stated that the ratio of bathrooms in the plans for this project is two-to-one.

Regents Kennedy and Smith agreed that was a good ratio.

Mr. Richey stated that the Board performed a study several years ago with respect to bathrooms in athletic facilities. To his knowledge, such a study has not been done with respect to academic facilities to determine whether the Code should reflect a need for differential bathroom facilities. He noted that the Board of Regents study of several years ago did result in changes in the Code books. He suggested that perhaps university facilities personnel should look at the issue to determine whether Code language is adequate.

Regent Smith stated that she has been contacted by students who have mixed feelings about breaking up the auditorium into classrooms. Students stated that the auditorium is a facility they use often. The community also uses the auditorium. Students felt they would not have the same level of access to the new facility as they have with the current facility.

President Koob responded that the issue students were raising was the issue of accessibility for space for them to schedule performances for their organizations. He stated that during the renovation of Lang Hall and prior to the opening of the Performing Arts Center, there will be a limited number of performance spaces and meeting spaces available on campus. University officials are adding three performance spaces to the campus and removing one, the Lang Hall auditorium. He said the issue that the students were concerned about was not particularly Lang Hall auditorium but their access to locations for scheduling their functions. His office reached an agreement with the student government. The agreement was that the students would form a scheduling committee that would be treated on an equal basis with academic departments for schedules made a year in advance. He said there may still be an issue about whether or not students can call for a meeting a week ahead of the meeting date and still get into a performance space. Students have to realize there are a number of other large meeting spaces on campus which include the West Gym, the East Gym, and the Price Laboratory School Fieldhouse, all of which are available for large meetings.

President Koob stated that in a survey of student usage of space, it was found that over the last three years there were at the most only five events in one year which would require Lang Hall, all of which could be handled currently by other spaces, and as few as two in any one year. He said the meeting space that will largely replace the Lang Hall meeting space for students will be Russell Hall. It has a 600-seat space as opposed to the 1,000-seat space in Lang Hall. University officials asked students for the number of events in the past year that exceeded a 600-seating requirement. Those events all turned out to be non-performance types of activities. They were meetings of a student organization group. Those meetings did not require performance space but rather meeting space. University officials have identified alternate meeting spaces to allow student groups to have meetings of that size.

Regent Kennedy stated that she had a concern from an historical perspective. This project is a renovation of an historical building. She was concerned that they preserve history, a history that has made a significant contribution to the heritage of the University of Northern Iowa. She said she believes that alumni assume the Regents will

be good custodians and will preserve the historical perspective of the building. She was concerned not only for the student usage but also from an historical perspective that the Regents are being good stewards of this facility.

President Koob stated that university officials have attempted to preserve the historical character of the building, which is primarily a concert space. The auditorium space has its own history. Nonetheless, it has never been a quality auditorium. It is a sentimental auditorium. He said the university has gone through significant expense to create a far better performance space on the campus at the Performing Arts Center. As a steward of the taxpayer's dollars, he could not justify by any analysis the retention of the facility strictly for historical purposes. However, if the Board chooses to direct university officials to preserve the space, they will do so.

Regent Kennedy stated that part of what keeps people loyal are certain areas of a college that have sentimental value, whether they are acoustically sound or not. She believes strongly that this is one such location at the University of Northern Iowa.

Regent Arenson asked, if the auditorium is retained, is there room in the facility for at least some of the television studios and interpreter's theater? President Koob responded that the project would have to be redesigned in order to retain the auditorium. The decision of the Communications Studies Department to locate in that building was based on the need for appropriate studio space for television components.

Regent Smith stated that she was still concerned about the issue of student access. She said she has been involved in other grassroots discussions where groups were guaranteed they would have the same access to facilities but once the facilities were removed the access went away, also.

President Koob responded that it was a question of his credibility in that case. Students believe they can trust that they will have access as they need it. He said the student government now supports the university's position with respect to the use of the space. Student support came in exchange for a guarantee that students would have access for scheduling their events.

Regent Arenson asked if it was possible to make the auditorium smaller and yet house some of the other functions proposed for the facility. Mr. Mikkelsen responded that university officials considered that possibility initially. He said the structure of the auditorium with its sloped floors and balcony does not permit good alternative use of the space. Even if it did, the smaller space would not be adequate for the television studios and the interpreter theaters which are an integral part of the Communication Studies Department.

President Newlin asked President Koob what would be the cost if a decision on this project is delayed a month to allow Regents who are concerned about this project to visit on campus with President Koob.

President Koob responded that university officials have attempted to get this project underway to allow construction expenditures in this fiscal year, consistent with the appropriation.

Mr. Richey stated that the timing of the delay might not be too great if concerns can be addressed between now and the January 15 Board of Regents meeting. If it is delayed beyond that time, the cost of the delay could become an issue.

President Koob pointed out that changing the design could cause a significant delay in the project. It would take at least six additional months to re-identify the uses of the space and to redesign the space accordingly.

Regent Kelly said he agreed with President Newlin's suggestion that this should be looked into further so that those with concerns could have their concerns addressed.

MOTION: Regent Kelly moved to delay the decision on the Lang Hall Renovation project until the January 15 Board of Regents meeting to allow time for Regents' concerns to be addressed. Regent Arenson seconded the motion.

Regent Kennedy said she appreciated the opportunity to visit the campus and to review this matter in greater depth; however, she was unsure exactly what she or Regent Smith would do in the next month to address their concerns. She said she would appreciate some guidance or input on what the Regents should do so they have a better feeling about how to proceed with this project next month.

President Koob stated that university officials have received virtually no correspondence from alumni that has suggested unhappiness with the university's proposed course of action on this project.

Regent Lande asked how well aware were the university's alumni constituency that the renovations of Lang Hall would include removal of the auditorium. President Koob responded that there have been some newspaper articles that have reflected on the renovation of Lang Hall. However, university officials have not had a major campaign to create an issue out of the auditorium component of the project.

Regent Smith stated that in terms of the accessibility issue, the only way to know if there will be a problem is to let the project proceed and see what happens. However, at that point, what recourse is there for students?

President Koob suggested that in the next few weeks Regent Smith may want to visit the spaces that university officials have identified for such meetings. There are at least five different spaces; therefore, it was difficult for him to conceive that there would be an issue. He reiterated that students will have to take action to participate in scheduling meeting spaces.

Regent Smith asked if there is any type of priority for scheduling meeting spaces such as students first, then faculty and then the community. President Koob responded that there was not. All spaces on the campus are public. No department or program "owns" a space.

Regent Lande stated that if the Regents defer a month and then decide to go ahead with the project, there will be a cost involved in economics and frustration. However, if they act today and decide later they were wrong, the cost will be much greater. Therefore, he stated that he supported the motion.

VOTE ON THE MOTION: Motion carried unanimously.

ACCEPTANCE OF COMPLETED CONSTRUCTION CONTRACTS

Institutional Roads 1996—E, F and G Streets—Hillside Courts \$724,490.46

Parking Lots/E, F and G Streets

Rampart Corporation, Waterloo, Iowa

MOTION: Regent Smith moved to approve the remainder of the university's capital register. Regent Kennedy seconded the motion. MOTION CARRIED UNANIMOUSLY.

President Newlin then asked Board members and institutional officials if there were additional items for discussion pertaining to the University of Northern Iowa. There were none.

IOWA SCHOOL FOR THE DEAF

The following business pertaining to Iowa School for the Deaf was transacted on Thursday, December 18, 1997.

RATIFICATION OF PERSONNEL TRANSACTIONS. The Board Office recommended the Board approve the school's personnel transactions, as follows:

Register of Personnel Changes for November 1997 which included one request for early retirement.

MOTION: Regent Fisher moved to approve the Register of Personnel Transactions, as presented. Regent Lande seconded the motion. **MOTION CARRIED UNANIMOUSLY.**

REVISION TO PROFESSIONAL AND SCIENTIFIC CLASSIFICATION SYSTEM. The Board Office recommended that the Board approve the addition of the classification of Information Technology Specialist (pay grade 5 - \$33,438-\$48,397) in the Iowa School for the Deaf professional and scientific classification system.

Iowa School for the Deaf officials proposed that a new classification be established in school's professional and scientific classification system.

The new classification, Information Technology Specialist (pay grade 5 - \$33,438 - \$48,397), will be responsible for the planning, implementation, and delivery of technical computer network and workstation services and training for the school. In the past these duties were performed by a member of the faculty. This person has recently resigned. This individual will not be replaced and the funds will be used for funding of the new P&S position. This would be a full-time, 12-month position.

There are currently two faculty members who are responsible for computer technology as it relates to the educational program and instruction of students. These individuals would interface as necessary with the incumbent of this new position. The instructional duties of the two faculty members are such that they would be unable to assume the duties of the proposed P&S position.

The proposed classification was evaluated using the Job Classification Evaluation Instrument which evaluates the skill, effort, qualifications, and working conditions of the class in compliance with the state's comparable worth law. Based on this evaluation, the proposed classification is placed in pay grade 5 (\$33,438 - \$48,397).

MOTION: Regent Lande moved to approve the addition of the classification of Information Technology

Specialist (pay grade 5 - \$33,438-\$48,397) in the Iowa School for the Deaf professional and scientific classification system. Regent Smith seconded the motion. MOTION CARRIED UNANIMOUSLY.

President Newlin then asked Board members and institutional officials if there were additional items for discussion pertaining to the Iowa School for the Deaf. There were none.

IOWA BRAILLE AND SIGHT SAVING SCHOOL

The following business pertaining to Iowa Braille and Sight Saving School was transacted on Thursday, December 18, 1997.

RATIFICATION OF PERSONNEL TRANSACTIONS. The Board Office recommended the Board approve personnel transactions, as follows:

Register of Personnel Changes for the period October 19 to November 15, 1997.
MOTION: Regent Fisher moved to approve the personnel transactions, as presented. Regent Lande seconded the motion. MOTION CARRIED UNANIMOUSLY.

REGISTER OF CAPITAL IMPROVEMENT BUSINESS TRANSACTIONS. The Board Office recommended the Board approve the capital register, as presented.

PROJECT DESCRIPTIONS AND BUDGETS

Recreation Building Roof Replacement \$65,000
Source of Funds: FY 1998 Deferred Maintenance Capital Funds

School officials requested approval of a project description and budget in the amount of \$65,000 to replace the majority of the roofing area of the Recreation Building.

The original roof was installed in 1979 and is showing serious signs of membrane delamination resulting from the separation of the skin of the insulation board, to which the roof membrane is attached, from the insulation core. The insulation core has deteriorated, probably due to moisture.

The project will be coordinated through Iowa State University.

FINAL REPORTS

Bowling Alley Roof Replacement

\$18,492.97

MOTION:

Regent Arenson moved to approve the capital register, as presented. Regent Fisher seconded the motion. MOTION CARRIED UNANIMOUSLY.

President Newlin then asked Board members and institutional officials if there were additional items for discussion pertaining to Iowa Braille and Sight Saving School. There were none.

EXECUTIVE SESSION. President Newlin requested the Board convene in closed session pursuant to the Code of Iowa section 21.5(1)(i) upon the written request of an employee whose performance was being considered.

MOTION:

Regent Kennedy moved to enter into closed session. Regent Fisher seconded the motion, and upon the roll being called, the following voted:
AYE: Ahrens, Arenson, Fisher, Kelly, Kennedy, Lande, Newlin, Pellett, Smith.
NAY: None.
ABSENT: None.

MOTION CARRIED.

The Board having voted at least two-thirds majority resolved to meet in closed session beginning at 3:17 p.m. on Thursday, December 18, 1997, and adjourned therefrom at 4:32 p.m. on that same date.

ADJOURNMENT.

The meeting of the State Board of Regents adjourned at 4:32 p.m., on Thursday, December 18, 1997.

R. Wayne Richey
Executive Director