

The State Board of Regents met on Wednesday, May 20, 1998, at the Iowa Braille and Sight Saving School, Vinton, Iowa, and on Thursday, May 21, 1998, at the University of Northern Iowa, Cedar Falls, Iowa. The following were in attendance:

	<u>May 20</u>	<u>May 21</u>
<u>Members of State Board of Regents</u>		
Mr. Newlin, President	All sessions	All sessions
Ms. Ahrens	All sessions	All sessions
Mr. Arenson	Excused	All sessions
Mr. Fisher	All sessions	Via phone until 9:30 a.m.
Dr. Kelly	All sessions	All sessions
Mrs. Kennedy	All sessions	All sessions
Mr. Lande	All sessions	All sessions
Mrs. Pellett	All sessions	All sessions
Mrs. Smith	All sessions	All sessions
<u>Office of the State Board of Regents</u>		
Executive Director Richey	All sessions	All sessions
Deputy Executive Director Barak	All sessions	All sessions
Director Houseworth	All sessions	All sessions
Associate Director Elliott	All sessions	All sessions
Associate Director Racki	All sessions	All sessions
Minutes Secretary Briggie	All sessions	All sessions
<u>State University of Iowa</u>		
President Coleman	All sessions	Excused at 11:35 a.m.
Provost Whitmore	All sessions	Excused at 11:35 a.m.
Vice President True	All sessions	Excused at 11:35 a.m.
Interim Director Stork	All sessions	Excused at 11:35 a.m.
<u>Iowa State University</u>		
President Jischke	All sessions	Excused at 11:40 a.m.
Provost Kozak	All sessions	Excused at 11:40 a.m.
Vice President Hill	Excused	Excused at 11:40 a.m.
Vice President Madden	All sessions	Excused at 11:40 a.m.
Assistant to the President Mukerjea	All sessions	Excused at 11:40 a.m.
Director McCarroll	All sessions	Excused
Associate Director Steinke	All sessions	Excused at 11:40 a.m.
<u>University of Northern Iowa</u>		
President Koob	All sessions	All sessions
Interim Provost Podolefsky	All sessions	All sessions
Vice President Conner	All sessions	All sessions
Vice President Follon	All sessions	All sessions
Executive Assistant to President Gadelmann	All sessions	All sessions
Director Chilcott	All sessions	All sessions
Assistant Director Saunders	All sessions	All sessions
<u>Iowa School for the Deaf</u>		
Superintendent Johnson	All sessions	Excused at 11:31 a.m.
Director Heuer	All sessions	Excused at 11:31 a.m.
Interpreter Reese	All sessions	Excused at 11:31 a.m.
Interpreter Young	All sessions	Excused
Interpreter Fowler	Excused	Excused at 11:31 a.m.
<u>Iowa Braille and Sight Saving School</u>		
Superintendent Thurman	All sessions	Excused at 11:30 a.m.
Director Utsinger	All session	Excused at 11:30 a.m.
Director Woodward	All sessions	Excused at 11:30 a.m.

## GENERAL

The following business pertaining to general or miscellaneous business was transacted on Wednesday and Thursday, May 20 and 21, 1998.

**APPROVAL OF MINUTES OF BOARD MEETING OF APRIL 14-15, 1998.** The Board Office recommended the Board approve the minutes.

President Newlin asked for additions or corrections to the minutes.

**ACTION:** President Newlin stated the minutes of the meeting of April 14-15, 1998, were approved, as written, by general consent.

**CONSENT ITEMS.** The Board Office recommended the Board approve the consent docket, as follows:

Approve the Board meetings schedule;

Approve the proposed school calendar and holiday calendar for students, faculty and staff at Iowa Braille and Sight Saving School;

Approve the proposed academic calendars for 1998-99, 1999-00, 2000-01, 2001-02, and 2002-03 for the University of Iowa;

Refer the request for a name change in the Department of Philosophy at Iowa State University to the Interinstitutional Committee on Educational Coordination and the Board Office for review and recommendation; and

Approve proposed holidays for calendar year 2000 for the University of Northern Iowa, as presented.

**MOTION:** Regent Kennedy moved to approve the consent docket, as presented. Regent Arenson seconded the motion. MOTION CARRIED UNANIMOUSLY.

**INTERINSTITUTIONAL COMMITTEE ON EDUCATIONAL COORDINATION.** (a) Name Change – Journalism, ISU. The Board Office recommended the Board approve the request for the name change of the *Department* of Journalism and Mass Communication to the Greenlee *School* of Journalism and Communication at Iowa State University effective immediately.

Iowa State University officials requested approval to change the name of the Department of Journalism and Mass Communication to the Greenlee School of Journalism and Communication. This proposed change was reviewed by the Interinstitutional Committee on Educational Coordination and the Board Office, and both recommended approval.

The designation *school* carries a level of prestige that may help Iowa State University attract endowed professorships and research funds; recruit top faculty and students; expand and enhance curriculum; and facilitate fund-raising. The Greenlee School of Journalism and Communication will be a unit of the Iowa State University College of Liberal Arts and Sciences.

The private funds will support a variety of undergraduate and graduate initiatives in journalism and communication, including the hiring of new faculty or professorships and chairs in specialized fields such as science communication, agricultural journalism, community journalism, intercultural communication and new media development; increase communication and information technology resources; and further develop multicultural programs. Other future initiatives for the school include increased scholarship support of top students; programs to help students develop leadership skills; programs to provide opportunities for students to interact with business and education experts; development of technologically advanced facilities for teaching and research in Hamilton Hall; and programs to such areas as communications issues surrounding the latest developments in biotechnology and adoption of information technologies by consumers and businesses.

The name change is in recognition of a \$9 million gift from Iowa State University alumni Robert and Diane Greenlee of Boulder, Colorado. The department's current curriculum is not affected. It will not alter the current level of university general support provided to the department.

**ACTION:** President Newlin stated the Board, by general consent, approved the request for the name change of the *Department* of Journalism and Mass Communication to the *Greenlee School* of Journalism and Communication at Iowa State University effective immediately.

**REPORT ON LEGISLATIVE SESSION.** The Board Office recommended the Board (1) accept the report on the 1998 legislative session and (2) congratulate the Regents legislative liaisons, Frank Stork, Gary Steinke, and Keith Saunders, for their outstanding work.

The General Assembly completed its 1998 session on April 22, 1998. The deadline for the Governor to sign the bills passed by the General Assembly is May 22, 1998.

The Regents FY 1999 general fund operating appropriations total \$671.5 million, including: \$638.4 million contained in HF 2533 (Education Appropriations), \$7.4 million contained in SF 2296 (Economic Development Appropriations), and the \$25.7 million estimated allocation of the appropriations in HF 2553 (FY 1999 Salary Appropriations).

The FY 1999 Regents operating appropriations increase, including estimated salary appropriations and tuition replacement, is 4.7 percent; other educational operating appropriation increases for FY 1999 are 3.7 percent for community colleges, 4.0 percent for K-12 state aid, and 7.2 percent for Iowa Tuition Grants.

FY 1999 funding of \$450,000 for Regent technology initiatives is to come from FY 1998 reversions as provided in SF 2418 (ICN and Technology Appropriations). SF 2295 (Agriculture Appropriations) contains \$400,000 in one-time appropriations to Iowa State University for specific agricultural programs. The Infrastructure Appropriations bill (SF 2381) includes appropriations of \$335,000 in FY 1999 for capital projects at the Iowa School for the Deaf and Iowa Braille and Sight Saving School.

HF 2553 (FY 1999 Salary Appropriations) is the only bill of those listed above that has been signed by the Governor.

The Governor was requested to veto certain language in four of the bills identified in this memorandum. Although a request was made to delete specific designation regarding new Iowa State University funding in the Education Appropriations bill, the Governor has indicated that he does not intend to veto this language. Other veto requests include the vertical infrastructure evaluation system under General Services, the change in admission requirements for the University of Iowa Hospital School, and the moratorium on new connections to the Iowa Communications Network.

Regent Fisher asked if a systematic vertical infrastructure needs assessment is being conducted on each Regent campus. Mr. Richey responded that such assessments are being done but not in the way specified in the legislation because educational priorities, availability of gift funds, etc., effect the institutional priorities. He said the major issue is research and instructional priorities on the campuses and the areas institutional officials want to emphasize in the future in terms of the strategic plan. There will be significant elements of what is intended in the legislation in terms of assessments for remodeling and renovation, but there will be an extra and important set of factors relative to programs, institutional strategic plans, etc. that would not be considered by an external group.

Regent Fisher said he wanted to be sure that institutional officials are setting priorities on the campuses for infrastructure needs primarily for maintenance and deferred maintenance.

Mr. Richey stated that in June the Regents would be presented with next year's priorities and in July they would receive both the 5-year program and the request for the next biennium. He said the request for the next biennium will cover the second year only because of the Regents' understanding with the Governor and the General Assembly a year ago. In exchange for the appropriation of \$70 million the Regents agreed to not request funds for fiscal years 1999 or 2000 for the universities.

President Newlin congratulated the Regents' legislative liaisons, Frank Stork, Gary Steinke, and Keith Saunders, for their outstanding work. He also expressed appreciation to others on the campuses and in the Board Office who contributed to the process.

**ACTION:** President Newlin stated the Board accepted the report on the 1998 legislative session, by general consent.

**ALLOCATIONS OF DESIGNATED TUITION FOR THE 1998-99 ACADEMIC YEAR.** The Board Office recommended the Board approve the proposed portion of tuition and fees to be designated for student activities, student services, and building fees for the 1998-99 academic year, including summer session 1998, for the University of Iowa, Iowa State University and the University of Northern Iowa, as presented.

The amount of designated fees varies significantly among the three universities. However, in many cases the differences are due to organizational structure. Iowa State University has a designated fee of \$46.68 per student for the 1998-1999 academic year for the operation of the Memorial Union which is a separate corporation. At the University of Iowa and the University of Northern Iowa general fund support is provided for the operation of the student unions.

There are also significant differences among the institutions in fees designated for bus service, recreation and intercollegiate athletics. The proposed 1998-1999 academic year bus fees are \$39.46 at Iowa State University and \$24.34 at the University of Iowa. The University of Northern Iowa has no campus bus service. The amounts designated for recreational activities and debt service for recreational buildings also vary with proposed totals for the 1998-1999 academic year of \$19.90 at the University of Iowa, \$55.24 at Iowa State University and \$8.80 at the University of Northern Iowa. Student fees of \$36.00 per academic year at Iowa State University and \$44.80 per academic at the University of Northern Iowa support intercollegiate athletics. The University of Iowa has no student fee for the operations of intercollegiate athletics.

The following table compares 1997-1998 academic year designated fees with the proposed fees for the 1998-1999 academic year:

**1997-98 and Proposed 1998-99 Designated Fees**  
(per student)

	1997-98 Academic <u>Year</u>	Proposed 1998-99 Academic <u>Year</u>	\$ <u>Change</u>	Percent <u>Change</u>
SUI	\$152.88	\$162.26	\$9.38	6.1%
ISU	248.36	258.04	9.68	3.9%
UNI	165.60	172.00	6.40	3.9%

The proposed 3.9 percent increase in the amount of designated tuition at Iowa State University and the University of Northern Iowa is consistent with the percentage increase in base tuition and fees approved by the Board in October 1997. University of Iowa officials proposed an increase of 6.1 percent, which included a 3.6 percent increase for student activities and services and existing building fees and a 2.5 percent increase for recreational facilities for which the Board approved planning in June 1997.

New proposed designated fees are:

<u>Institution</u>	<u>Fee</u>	Academic <u>Year</u> <u>Amount</u>	Summer <u>Amount</u>
ISU	New Ice Facility	\$4.20	\$2.10
UNI	Lang Hall Renovation	8.60	--
UNI	Maucker Union Renovation	5.80	.50

Iowa State University's proposed new fee will provide funds for debt service payments for the university's share of the cost for a new ice facility. The new facility will be jointly operated by the university and the City of Ames as is the current facility.

The new fees at the University of Northern Iowa would be designated for the renovation of Lang Hall and the renovation/expansion of Maucker Union. The Lang Hall renovation fee is one of the sources of funds for the increased scope of the project which was approved

by the Board in March 1998. The Maucker Union fee will support a future expansion/renovation of the facility.

Section 262.34B of the Code of Iowa, establishes a procedure for setting student activity fee changes. A Student Fee Committee at each university, composed of five students and five university employees, makes recommendations to the university president, who in turn makes a recommendation to the Board. The final decision on student activity fee changes rests with the Board.

Vice President True stated that the proposal for the University of Iowa had been discussed with student organizations. He noted that an important element of the fee structure was support of the Cambus system.

Regent Pellett asked if employees are able to use the Cambus as well as students. Vice President True responded affirmatively, and noted that the bus system charges no fee. The vast majority of people who use the system are students.

Regent Lande asked for the reason for the big difference in bus fees between Iowa State University and the University of Iowa. Vice President Madden responded that Iowa State University's Cy-Ride is a cooperatively operated bus system between the city of Ames, university administration and the students which has evolved over a period of years. It is a community-wide service. Students elected to keep fare box revenues relatively low. Students would rather support the bus system through allocation of activity fees rather than for individual students to have to pay higher rider fares.

Regent Lande asked if there is a charge to ride Cy-Ride. Vice President Madden responded affirmatively, noting that students have a lower rate than do others in the community.

Vice President True stated that another factor to be considered in the different fees between the two universities is that the University of Iowa's Cambus system is funded partially by the university's parking system. The bus system helps to alleviate the demand for parking.

Vice President Follon stated that at the University of Northern Iowa a student chairs the fee committee. She noted that there were few changes in allocation from the traditional lines of the past.

MOTION:

Regent Fisher moved to approve the proposed portion of tuition and fees to be designated for student activities, student services, and building fees for the 1998-99 academic year, including summer session 1998, for the University of Iowa, Iowa State University and the University of Northern Iowa, as presented. Regent Ahrens seconded the motion.  
MOTION CARRIED UNANIMOUSLY.

**PROPOSED REVISIONS IN THE REGENTS MERIT SYSTEM PAY PLAN FOR FISCAL YEAR 1999.** The Board Office recommended that the Board approve the following provisions for the fiscal year beginning July 1, 1998:

- (1) The pay matrices for classifications in the blue collar, security, technical and clerical bargaining units will be increased by 3.0 percent on July 1, 1998, in accordance with the negotiated agreement with the American Federation of State, County and

Municipal Employees (AFSCME). Eligible employees will receive within grade step increases.

- (2) The pay matrix for non-organized supervisory staff will be increased by 3.0 percent on July 1, 1998, consistent with the salary policies approved by the General Assembly. Eligible employees will receive within grade step increases.

The recommended actions are consistent with the collective bargaining agreement negotiated for 1997-99 between the State of Iowa and AFSCME and the pay policies established in the salary bill passed by the General Assembly. The salary policy will be fully funded.

Pay matrices will be increased 3.0 percent in accordance with the AFSCME agreement and state salary policy. Contract and noncontract covered employees will be eligible for step increases in fiscal year 1999 in accordance with the collective bargaining agreement or the rules of the Regents Merit System.

The total increase to be given to contract-covered and noncontract-covered employees in the Regents Merit System will average approximately 4 percent including within grade step increases.

In accordance with the negotiated agreement with AFSCME a number of merit system classifications are being reviewed to determine if they are appropriately compensated.

A required public hearing on the proposed pay plan was held on Monday, May 11, 1998, in Room #234 of the Memorial Union, Iowa State University. Mr. Richey reported that there were no comments received at the public hearing.

MOTION: Regent Smith moved to approve the provisions for the fiscal year beginning July 1, 1998, as presented. Regent Pellett seconded the motion. MOTION CARRIED UNANIMOUSLY.

**REORGANIZATION OF THE BOARD OF REGENTS OFFICE.** The Board Office recommended that the Board approve:

- 1) Abolishment of the professional and scientific position of Director Human Resources in Pay Grade 7;
- 2) Establishment of a new professional and scientific position of Director Legal Affairs, Human Resources, and Information Systems in Pay Grade 7;
- 3) Revisions to existing professional and scientific classifications;
- 4) Authorization of the position of Assistant Director Human Resources, Legal Affairs and Information Systems in Pay Grade 10 of the P&S System of the University of Iowa; and
- 5) Revisions to the organizational chart for the Board Office.

The proposed reorganization of the Board Office would concentrate several functions into a newly-created Legal Affairs, Human Resources and Information Systems unit. Several of these functions would be transferred from the Deputy Director and Director of Academic Affairs. The Associate Director, Information Systems, would be transferred to the unit.

These proposals were discussed with the incoming Executive Director, Mr. Frank Stork, and he had no objection to them.

The legal services of the Board Office would be upgraded because of the large number of appeals, lawsuits, and legal questions that are outstanding at any given time. This role would, in no way, displace the work of the staff of the Attorney General's Office or of the universities. It would, rather, facilitate the work of those staffs and further protect the Board's interest.

The restoration of a position to replace the one dropped when the Affirmative Action Officer retired a few years ago was proposed. The workload of the newly-created unit necessitates additional staff particularly in the equal opportunity and human resources areas.

The position of Director of Human Resources would be abolished.

Mr. Richey stated that the incoming director of the Legal Affairs, Human Resources and Information Systems unit has all the talents necessary for that position. He said he was very much appreciative of the opportunity to propose the Board Office reorganization to the Board. He noted that the restored assistant director position carries a heavy responsibility for affirmative action and equal opportunity.

Regent Fisher noted that there were four vacancies in the Board Office organizational chart. He asked if searches are underway to fill the vacancies.

Mr. Richey responded affirmatively. He said there are two vacancies in the Academic Affairs unit, one vacancy in the Business and Finance unit, and one vacancy in the Legal Affairs, Human Resources and Information Systems unit. There will soon be two vacancies in the Business and Finance unit with the impending departure of Louise Houseworth. Mr. Richey was waiting for Charles Wright, Director of Legal Affairs, Human Resources and Information Systems, to come aboard before recruiting for the restored assistant director position.

Regent Fisher referred to the upcoming departure of Louise Houseworth as Director of the Business and Finance unit, and asked if Mr. Richey was comfortable that current staff could perform the duties of that unit in the interim. Mr. Richey responded affirmatively, noting that there are highly-experienced staff currently in that unit. He was confident they could handle the affairs of the unit.

Regent Kennedy referred to the organizational chart and asked for clarification of the difference between the information technology position listed under the Deputy Executive Director and the information technology position listed under the Director of Legal Affairs, Human Resources and Information Systems.

Mr. Richey stated that Dianne Smith, the information technology person listed under the Deputy Executive Director, serves as the technician within the office assisting staff. The other position is a systems person.

MOTION: Regent Fisher moved to approve (1) abolishment of the professional and scientific position of Director



Human Resources in Pay Grade 7; (2) establishment of a new professional and scientific position of Director Legal Affairs, Human Resources, and Information Systems in Pay Grade 7; (3) revisions to existing professional and scientific classifications; (4) authorization of the position of Assistant Director Human Resources, Legal Affairs and Information Systems in Pay Grade 10 of the P&S System of the University of Iowa; and (5) revisions to the organizational chart for the Board Office. Regent Lande seconded the motion. MOTION CARRIED UNANIMOUSLY.

**PROPOSED SALARY POLICIES FOR PROFESSIONAL AND SCIENTIFIC STAFF FOR FISCAL YEAR 1999.** The Board Office recommended that the Board:

- 1) Approve the proposed pay schedules for professional and scientific employees for the five institutions and the Board Office, as presented;
- 2) Approve the proposed revisions to the professional and scientific classification systems at Iowa State University and the Iowa Braille and Sight Saving School; and
- 3) In accordance with Chapter 279.13 of the Code of Iowa, mutually agree to terminate two faculty contracts at the Iowa Braille and Sight Saving School.

The revisions to the professional and scientific (P&S) pay plans reflect the state policy of an average salary increase of 4 percent and will be fully funded.

University of Iowa officials plans to modify the P&S salary schedule to reflect state salary policy and the external market by increasing the minimums by 1 percent and the maximums by 3 percent. Individual salary increases will average 4 percent including promotional, decompression and equity increases.

Iowa State University officials propose to adjust the P&S pay scale an average of 6.8 percent on minimums and 7.4 percent on the maximums based on market survey data and current recruiting problems. Satisfactorily performing staff would have the expectation of receiving at least one-third of the average increase. The balance of the funds would be used for merit adjustments and equity, comparable worth and competitive marketplace adjustments. Iowa State University officials proposed revisions in its P&S classification system which included 3 additions, 9 title and pay grade changes, and the deletion of 3 classifications.

University of Northern Iowa officials proposed a 1 percent increase to the minimums and a 5 percent increase to the maximums of the P&S pay scale range. The salary increases will average 4 percent, consistent with the increase negotiated for the organized faculty.

Officials of the Iowa School for the Deaf and Iowa Braille and Sight Saving School proposed to increase the P&S salary scale by 3 percent at the minimums and maximums. Individual increases will average 4 percent and will be based on merit. Iowa Braille and Sight Saving School officials proposed to move two faculty positions to the P&S system. This involves creation of a new P&S classification and the termination of the faculty contracts. One employee will be moved to an existing P&S classification

The Board Office P&S pay scale will be increased by an average of 3 percent. Individual increases will average 4 percent and will be based on merit.

Superintendent Thurman stated that as part of this docket item, Iowa Braille and Sight Saving School officials had asked that two faculty contracts be mutually terminated. He asked to withdraw one of those from consideration at this time. The family service specialist position will be brought back to the Board at a later date.

Regent Fisher asked if Iowa State University officials were upgrading pay grades to bring salaries more into line with the market place. Vice President Madden responded that Iowa State University officials did not increase pay ranges a year ago. In looking at the central Iowa market place, university officials concluded that the minimums and maximums needed to be increased by the amounts proposed. He noted that a year ago the Board asked university officials to review some individuals whose salaries were red-circled. University officials believe the changes reflect the market. It is very difficult to hire people in the computer technology area. The salaries are driven by market changes.

Regent Fisher noted that what Vice President Madden had described was exactly what was being experienced in the private sector.

MOTION:

Regent Fisher moved to (1) approve the proposed pay schedules for professional and scientific employees for the five institutions and the Board Office, as presented; (2) approve the proposed revisions to the professional and scientific classification systems at Iowa State University and the Iowa Braille and Sight Saving School; and (3) in accordance with Chapter 279.13 of the Code of Iowa, mutually agree to terminate one faculty contract at the Iowa Braille and Sight Saving School. Regent Kennedy seconded the motion. MOTION CARRIED UNANIMOUSLY.

**PROPOSED SALARY POLICIES FOR FACULTY AT THE SPECIAL SCHOOLS FOR FISCAL YEAR 1999.** The Board Office recommended that the Board approve the following provisions for the fiscal year beginning July 1, 1998:

- 1) The faculty salary schedule for the Iowa School for the Deaf and the Iowa Braille and Sight Saving School for fiscal year 1999.
- 2) The proposed supplemental pay schedules for extracurricular activities at the special schools in fiscal year 1999.

The pay matrix for the faculty of the Iowa School for the Deaf and the Iowa Braille and Sight Saving School would be increased 3.0 percent. An increase was proposed in the compensation for the professional certifications to AER (Association for the Education and Rehabilitation of Blind and Visually Handicapped) and in CED (Council of Educators for the Deaf). Provisional certification would be increased from \$331 to \$480 and professional certification \$700 to \$900. It was proposed to increase the supplemental pay schedules for extracurricular activities at the Iowa School for the Deaf by 5 percent and at the Iowa Braille and Sight Saving School by 3 percent.

The recommended actions were consistent with the pay policies established in the salary bill passed by the General Assembly and will be fully funded.

**MOTION:**

Regent Smith moved to approve the following provisions for the fiscal year beginning July 1, 1998: (1) the faculty salary schedule for the Iowa School for the Deaf and the Iowa Braille and Sight Saving School for fiscal year 1999 and (2) the proposed supplemental pay schedules for extracurricular activities at the special schools in fiscal year 1999. Regent Pellett 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 report.

Director Barak stated that the Iowa Coordinating Council for Post-High School Education met on May 13, 1998, at Mount St. Claire College in Clinton. President Koob was present at the meeting. He said there were times when the meeting got quite contentious over some of the issues. Most of the concerns were around new program requests. Some of those new program requests were approved including the Ph.D. in Physical Therapy at the University of Iowa and the Master of Social Work at the University of Northern Iowa. He said the council did not approve two sets of programs. One was Health Care Administration from the College of Osteopathic Medicine. The other was a B.S. in Health Care from Bellevue University. The council approved two programs at Bellevue University. The council also approved nominations for officers for 1998-99 including Paul Tambrino as chair and Martin Jischke as vice chair of the council.

Director Barak reported that the council approved an advisory committee for distance education with business and industry. He said the advisory committee was created in response to a recommendation from the Governor's Access Education group that met this past year. The Executive Committee of the Iowa Coordinating Council for Post-High School Education will be meeting this summer to set dates for next year's council meetings. He asked that any Board members who serve on the council who have any special interest in dates please let him know.

President Newlin asked if the Board members would be provided with a written report of the Iowa Coordinating Council for Post-High School Education meeting. Director Barak responded affirmatively.

**ACTION:**

President Newlin stated the Board received the report, by general consent.

**ANNUAL REPORT ON GRADUATE STUDY CENTERS.** The Board Office recommended the Board receive the report.

The Regent universities participate in two independent graduate study centers located in the Quad-Cities and in Sioux City. The universities cooperate to provide a resource center in Council Bluffs for citizens in the southwest portion of the state. These efforts are part of the institutional efforts to help the Board of Regents achieve the second key result area to improve access to the Regent institutions.

The Quad-Cities Graduate Study Center is a 28-year old consortium of 12 educational institutions in Iowa and Illinois who cooperate with business and industry leaders in Davenport and Bettendorf, Iowa, and Rock Island and Moline, Illinois. Enrollments during FY 1998 have risen 11 percent. The proportion of Iowa residents has grown from 38

percent in FY 1994 to 49 percent in FY 1998. The Quad-Cities Graduate Study Center added 22 programs to its offerings, of which 10 were from Iowa Regent universities.

The Tri-State Graduate Center in Sioux City brings together business and community leaders and leadership in 14 educational institutions and agencies in three states to provide graduate educational experiences to northwestern Iowa, northeastern Nebraska, and southeastern South Dakota. Course enrollments for FY 1997 increased 9 percent over FY 1996 enrollments. Iowans provide 80 percent of the enrollments. Regent universities present 12 of the 30 programs of study available through the Tri-State Graduate Center.

Based on the Iowa School for the Deaf campus in Council Bluffs, the Southwest Iowa Regents Resource Center provides citizens in southwest Iowa an opportunity to receive access to services provided by the universities. Enrollments in FY 1998 rose 42 percent over levels reported in FY 1997, with 30 percent of the enrollments coming in a new program in elementary reading and language arts. The Southwest Iowa Regents Resource Center offers a variety of programming. Among events co-sponsored by the center have been a residential dance company of University of Iowa students and informational meetings with and for Regent universities.

Dr. Laws, Director of the Quad-Cities Graduate Study Center, presented highlights of the center's annual report. He asked to acknowledge Mr. Richey for his assistance in accomplishing the center's goals and objectives. He said Mr. Richey's assistance was valuable, professional and much appreciated.

Dr. Laws stated that decisive action was taken last summer to provide more flexibility in offering programs in the Quad-Cities. The center is experiencing unprecedented enrollments. Center officials continue to make quality of programs, integrity and student access their highest priorities. There are currently over 6,000 enrollments, an increase of 11 percent over FY 1997. There was a 61 percent increase in enrollments for the Iowa institutions. New programs have been added. The Quad-Cities Graduate Study Center has connected the Iowa Communications Network with the Illinois fiber optics system. Center officials are in the process of establishing rules, regulations and guidelines for use of the system. Dr. Laws stated that he works with the Directors of the Tri-State Graduate Study Center and the Southwest Iowa Regent Resource Center to develop and implement a common class schedule and timeline. There is a bi-state public-private partnership regarding physical therapy.

Dr. Laws said he was looking forward to an exciting year next year. The governing board has had contact with Rock Island Arsenal officials. The arsenal has up-to-date research facilities. Arsenal officials have agreed to work with the research institutions to determine if there is applicability of the research facilities to the science and engineering curriculum of the institutions. If there is, he anticipates the use of that facility and the possible establishment of a research facility at the Rock Island facility.

Regent Pellett asked for Iowa's portion of the cost to operate the Quad-Cities Graduate Study Center, and what was it based upon. Director Barak responded that the cost was based on historical circumstances. Iowa has played catch-up over the years and has always been behind in the amount of funding it provides to the center.

Regent Pellett asked if the Iowa institutions are as aggressive at offering courses as are the Illinois institutions. She noted that the Iowa institutions do not offer many courses in proportion to the Illinois institutions. Dr. Laws said he believed the Iowa institutions do offer many courses. The numbers have increased.

Joan Peterson, Assistant Director of the Tri-State Graduate Study Center, presented the center's annual report. She noted that Dr. Cox was not able to be in attendance. She expressed appreciation for the support of the Board Office staff and of the other graduate study centers. There has been a 9 percent increase in enrollments. She said the center has been a real benefit to northwestern Iowa and provides a diversity of programs to place-bound students. She noted that she graduated last Friday from the University of Iowa with a Master's degree and said she was a place-bound student.

Ms. Peterson said four new programs would be offered next year by the Regent universities. One such program from the University of Iowa was in the area of library sciences. Center officials were still working on the offering of a social work program with the University of Iowa. The University of Northern Iowa will be offering a public policy program. Iowa State University continues to expand its engineering offerings.

Ms. Peterson said Tri-State Graduate Study Center officials plan for the future to put more effort into marketing to make the center more visible to people in the area.

Jeanne Trachta, Director of the Southwest Iowa Regents Resource Center, presented the center's annual report. She said this was the center's 7<sup>th</sup> year in southwest Iowa. There has been an enrollment increase of 42 percent over last year's level. Several new programs will be offered next year. She noted that the role of the center is broader than the delivery of graduate education. For example, the center had a University of Northern Iowa information day, a performance by the University of Iowa dance company, a University of Iowa symposium, and a panel to select the first western Iowa all-academic team. She said she was excited about the future. Center officials continue to explore opportunities with community colleges. The center is also ready to support and encourage undergraduate completion degree programs.

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

**BUDGET ADJUSTMENTS FOR FISCAL YEAR 1998 AND PRELIMINARY GENERAL FUND OPERATING AND ATHLETICS BUDGETS FOR FISCAL YEAR 1999.** The Board Office recommended the Board refer to the individual preliminary budgets for FY 1999.

Three of the Regent institutions requested budget ceiling increases to the FY 1998 budgets. Iowa State University officials requested a \$1.1 million increase due to more tuition and fees revenues than expected and plan to use these funds for building repairs and technology upgrades. University of Northern Iowa officials expect an additional \$800,000 in revenues and plan to fund one-time building repairs. Iowa School for the

Deaf officials anticipate \$20,000 of increased revenues and will use these funds to meet fire and safety requirements.

In accordance with the Board's budget review process, the first preliminary budgets for FY 1999 were presented for the Board's consideration. The second preliminary operating budgets for FY 1999 will be presented in June and will include greater detail about program directions and accomplishment of strategic planning goals. The final FY 1999 operating budgets will be presented to the Board in July along with restricted fund budgets.

The preliminary FY 1999 detailed operating budgets for the Regent institutions, excluding the University of Iowa Hospitals and Clinics, is \$876.5 million. This represents an increase of \$33.0 million (3.9 percent) over the revised FY 1998 budget, which is composed primarily of state appropriations and projected tuition revenues.

The preliminary institutional budgets reflect the strategic plans of the Board and each respective institution. The Iowa Braille and Sight Saving School preliminary budget reflects the newly-developed strategic plan of the school. The institutions have identified reallocations in accordance with the Board's five-year program of reallocations averaging two percent per year and are designed to increase effectiveness and efficiency in line with Board strategic planning goals.

Total state appropriations for the Regent budget units total \$595.0 million and include full funding of state salary policy averaging 4 percent and inflationary adjustments, program initiatives, and tuition replacement.

Regent Fisher referred to the capital budgets for this year and asked if they were held tight based on the agreement with the Governor and legislature. Mr. Richey responded affirmatively, stating that there were no new appropriations for the universities for the fiscal year 1999 and 2000 capital budgets. The funds coming in were based on past authority.

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

(a) University of Iowa. The Board Office recommended the Board (1) receive the report on the preliminary FY 1999 general fund operating budget for the University of Iowa in the amount of \$813,954,490 and (2) approve rate increases, effective July 1, 1998, for the University of Iowa Hospitals and Clinics (4 percent), Psychiatric Hospital (4 percent), Hospital School (4 percent), and Hygienic Lab (1 percent).

The preliminary FY 1999 budget for the general operating fund at the University of Iowa is \$814.0 million. The net increase of \$35.2 million is 4.5 percent higher than the FY 1998 budget. The University of Iowa preliminary budget reflects the strategic plans of the Board and the institution as well as reallocations of \$13.8 million (3.9 percent of the general university FY 1998 budget).

The university preliminary budget, including reallocations of \$13.8 million (3.9 percent of the general university FY 1998 budget), reflects the university's commitment to the strategic plans of the Board and the institution. The budget focuses on the strategic planning priorities of strengthening undergraduate and graduate programs, funding research enhancement, promoting faculty excellence, and providing a diverse university community and a high-quality environment.

The university's FY 1999 state operating appropriations total \$296.0 million, which represents a net increase of \$14.1 million (5.0 percent). The net increase in state

appropriations consists of \$12.6 million for salary adjustments, \$1.9 million for inflationary costs and program initiatives, and a \$0.4 million appropriation reduction for elimination of construction funds for the National Advanced Driving Simulator. Program initiatives include biosciences, technology-based teaching, arts and humanities, creative employment options, as well as building renewal.

University officials project a decrease in University of Iowa Hospitals and Clinics total inpatient days of care, reduced payments for services due to managed care, as well as increases in surgical operations, ambulatory clinic visits, and clinical complexity of acute inpatients. Decreased reimbursement levels due to managed care contracting will also negatively impact the revenues of the Psychiatric Hospital and the University Hospital School. University officials proposed to increase University of Iowa Hospitals and Clinics, Psychiatric Hospital, and University Hospital School rates by 4 percent.

Due to changes in funding of current testing methods, new testing methods, and inflation, university officials proposed a 1 percent increase in rates for the State Hygienic Laboratory.

President Coleman thanked the Board of Regents, the legislature and the Governor for their support of the University of Iowa. The university received full funding for salaries. The biosciences initiative, a multi-year project, received funding as did the N-title (technology-based teaching) project which has been wildly successful with faculty. She said the arts and humanities initiative was funded as part of a multi-year request. The university also received funding for library inflation. All funding requests are aligned to the University of Iowa strategic plan. She noted that the residence system budget was reviewed previously by the Board.

President Coleman reviewed various aspects of the University of Iowa budget including special earmarked surcharges, uses of tuition revenue and opportunities for women in athletics. She said reallocation within the budget exceeds the university and Board targets. She reminded the Regents about the challenges university officials face with future budgets. There are continuing attempts to raid the university's best faculty. This year university officials have gone through some of the most difficult retention efforts ever. As visibility of the Regent universities rises these efforts will escalate. She asked that the Board put at the top of its agenda funding for new faculty startup particularly in the sciences. The universities are competing with universities across the country. University officials will be facing a whole generation of faculty who are retiring. There will be challenges in replacing those faculty, in meeting demands of students for good classrooms and laboratory facilities. She said more students are coming to the university with a number of challenges. University officials need to provide a welcoming environment for those students.

President Coleman concluded her comments by expressing appreciation for the support of the Board for funding for the University of Iowa.

Regent Lande asked if university officials have some idea of the magnitude of the number of retirements they will be facing in the next 3 to 5 years. President Coleman responded that university officials can do those projections. One of the confounding parameters now is that the mandatory retirement age has been lifted. It is unknown whether those faculty will elect to retire around 68 to 70 years of age. If university officials were to assume that faculty will retire between the age of 68 and 70, a projection of the numbers could be accomplished.

Provost Whitmore stated that there are demographic profiles that project the number of faculty. The question of how many will retire remains unknown. A projection could be made that a reasonable number of those eligible will retire.

Regent Lande stated that the Regents have had a lot of discussion about TIAA-CREF retirement accounts. To what extent and magnitude does retirement income to the individual become a factor?

Vice President True stated that one of the things that has happened in the last several years is that for many of the people finances is not the barrier that it once had been.

MOTION: Regent Smith moved to (1) receive the report on the preliminary FY 1999 general fund operating budget for the University of Iowa in the amount of \$813,954,490 and (2) approve rate increases, effective July 1, 1998, for the University of Iowa Hospitals and Clinics (4 percent), Psychiatric Hospital (4 percent), Hospital School (4 percent), and Hygienic Lab (1 percent). Regent Kennedy seconded the motion. MOTION CARRIED UNANIMOUSLY.

(b) Iowa State University. The Board Office recommended the Board (1) approve a FY 1998 budget ceiling increase for Iowa State University's General University budget of \$1,400,000 and (2) receive the report on the preliminary FY 1999 general operating budget for Iowa State University in the amount of \$359,087,531.

Iowa State University officials requested a budget ceiling increase for FY 1998 of \$1.4 million due to increased tuition and fee and interest revenues. Iowa State University will use these funds for building repairs, equipment and technology upgrades.

The preliminary FY 1999 budget for the general operating fund at Iowa State University is \$359.1 million. The net increase of \$11.3 million is 3.3 percent higher than the revised FY 1998 budget.

The preliminary budget, including reallocations of \$7.5 million (2.2 percent of the revised FY 1998 budget), reflects the university's commitment to the strategic plans of the Board and the institution. The university has identified \$9.4 million of new and reallocated revenue in accordance with the six goals of Iowa State University's strategic plan to strengthen undergraduate education, strengthen graduate education and research, strengthen outreach and extension, sustain a stimulating and supportive environment, establish leadership in information technology, and strengthen economic development.

The university's preliminary budget for FY 1999 includes state operating appropriations of \$250.4 million, which represent an \$11.5 million (4.8 percent) increase. The increase in state appropriations provides \$10.1 million for salary adjustments. Additional state appropriations of \$1.4 million will be used to fund Extension 21, Bioinformatics, and opening new building costs.

President Jischke stated that the budget ceiling increase of \$1.4 million was due to an enrollment increase in the fall which resulted in an increase in tuition and fee income. Mid-year the Asian currency situation effected approximately 900 students from those countries. As a consequence, university officials realized the increased tuition would be offset by the Asian currency situation. University officials established an emergency loan fund for Asian



students. As a result, income is up but university officials continue to be concerned about the impact of the currency issues.

With regard to the FY 1999 preliminary operating budget, President Jischke expressed appreciation to the Board, the legislature and the Governor for support of the university. He said there was a \$12.7 million increase in the budget. There was an increase in state appropriations and an increase in tuition and fees. The estimated tuition increase was conservative based on uncertainty regarding international students. He said 300 less students means \$3 million less of revenues.

President Jischke stated that ninety percent of the \$11.2 million revenue increase is in salary adjustments while 10 percent is in programs. University officials have reallocated a total of \$7.5 million, well over the 2 percent guideline. Therefore, a total of approximately \$20 million is available for programs next year. Roughly one-half of that goes into salary increases. The budget provides \$1 million for mandatory cost increases. The remaining funds, a total of \$9.5 million, goes toward strategic plan initiatives. Of the 6 goals of the Iowa State University strategic plan, undergraduate education will receive the largest share of the new funds. Graduate education and research will receive the second largest share of the funds. Outreach and extension will also receive a sizeable allocation. He said discretionary funds are allocated according to the strategic plan.

President Jischke pointed out that the single largest item funded under the goal for undergraduate education is redirecting of faculty and staff disciplinary effort. The second largest area of funding is financial aid for students. He said university officials also allocated resources to areas of interest. With regard to graduate education and research, he said the university received a special appropriation to hire two additional faculty in areas that marry computer science and modern biology. The university will hire people who have backgrounds that marry those two areas. Secondly, some investments will be targeted at groundwater and surface water contamination studies.

President Jischke called the Board's attention to the significant appropriation for extension -- \$916,000 specifically for extension 21.

President Jischke asked to reinforce the comments made by President Coleman regarding faculty salaries. He said university officials are beginning to see real pressures on salaries for faculty, in excess of inflationary adjustments. Certain areas are experiencing much faster rates of growth in salaries including business, engineering, information sciences and modern biology. The competition is getting relatively intense. Salaries are moving much faster than the increase in inflation. He said the Board will need to devote attention to this issue. Inflationary adjustments in salary may be quite inadequate to keep the very best people.

MOTION:

Regent Smith moved to (1) approve a FY 1998 budget ceiling increase for Iowa State University's General University budget for \$1,400,000 and (2) receive the report on the preliminary FY 1999 general operating budget for Iowa State University in the amount of \$359,087,531. Regent Kennedy seconded the motion. MOTION CARRIED UNANIMOUSLY.

(c) University of Northern Iowa. The Board Office recommended the Board (1) approve a FY 1998 budget ceiling increase of \$800,000, (2) receive the report on the preliminary FY 1999 General Fund operating budget for the University of Northern Iowa in the amount of \$117,346,031, and (3) request University of Northern Iowa to review and reconsider

revenue estimates for interest income and reimbursed indirect costs revenues for the June budget submission to the Board.

University of Northern Iowa officials requested a budget ceiling increase for FY 1998 of \$800,000 due to increased revenues from tuition and fees, interest income, and indirect cost reimbursements. University of Northern Iowa will use these funds for one-time building repairs.

The preliminary FY 1999 budget for the general operating fund at the University of Northern Iowa is \$117.3 million. The net increase of \$4.5 million is 4.0 percent higher than the revised FY 1998 budget.

The preliminary budget, including reallocations of \$2.9 million (2.6 percent of the revised FY 1998 budget), reflects the university's commitment to the strategic plans of the Board and the institution. The budget emphasizes the strategic goals of creating an intellectually demanding and stimulating environment, promoting a diverse and nurturing community, optimizing acquisition and utilization of resources, and strengthening external relations.

The university's preliminary budget for FY 1999 includes state operating appropriations of \$84.0 million, which represent a \$4.2 million (5.2 percent) increase. The increase in state appropriations provides \$3.5 million for salary adjustments and \$680,000 for inflationary costs, opening the Wellness Center, and program initiatives. The University of Northern Iowa program initiatives include improving undergraduate education, supporting international opportunities for students, and meeting special education needs.

The preliminary FY 1999 budget estimates interest income and reimbursed indirect costs at a stagnant level even though actual revenues recognized over the last three years have been higher.

President Koob introduced Aaron Podolefsky, noting that he had risen from deanship to interim provost. He then introduced Suzanne McDevitt, the new chair of the university's Faculty Senate, from the Department of Social Work.

President Koob expressed appreciation to the people of Iowa for their support of higher education. He also thanked the legislature, the Governor and the Board of Regents. President Koob stated that the University of Northern Iowa is known for the quality of teachers it produces and for the quality of its business school graduates. He said those students are well-rounded general education liberal arts students. The proposed budget provides for continuation of the long-term commitment to the university's liberal arts program which he said is the heart and soul of students' education. A second area identified for emphasis in the university budget is diversification of the campus. Under strategic plan goal #2 the allocation of \$55,000 for diversity initiatives is a result of a joint task force recommendation for a specific strategic initiative to diversify the campus. He noted that the first line under goal #3, resources, is \$3,473,990 as provided in the salary bill. He said the funds were identified in that area as a placeholder for the time being. The funds will be spread across the entire range of salary areas.

MOTION:

Regent Smith moved to (1) approve a FY 1998 budget ceiling increase of \$800,000, (2) receive the report on the preliminary FY 1999 General Fund operating budget for the University of Northern Iowa in the amount of \$117,346,031, and (3) request the University of Northern Iowa to review and reconsider revenue estimates for interest income and

reimbursed indirect costs revenues for the June budget submission to the Board. Regent Kennedy seconded the motion. MOTION CARRIED UNANIMOUSLY.

(d) Iowa School for the Deaf. The Board Office recommended the Board (1) approve FY 1998 budget ceiling increase of \$20,000 and (2) receive the report on the preliminary FY 1999 General Fund operating budget for the Iowa School for the Deaf in the amount of \$7,848,415.

Iowa School for the Deaf officials requested a budget ceiling increase for FY 1998 of \$20,000 due to increased revenues from auction sales and federal reimbursements. Iowa School for the Deaf officials will use these funds to meet fire and safety requirements.

The preliminary FY 1999 budget for the general operating fund at Iowa School for the Deaf is \$7.8 million. The net increase of \$268,691 is 3.5 percent higher than the revised FY 1998 budget.

The Iowa School for the Deaf preliminary budget, including reallocations of \$157,000 (2.1 percent of the FY 1998 revised budget), reflects the school's commitment to the strategic plans of the Board and the institution. The budget supports the strategic goals of providing quality teaching services, expanding creative programming, expanding the use of technology, and maintaining facilities and equipment.

The school's preliminary budget for FY 1999 includes direct state operating appropriations of \$7.5 million. The increase of \$276,691 (3.9 percent) includes salary funding of \$246,491 and a net increase of \$30,000 for vocational education equipment.

The preliminary FY 1999 budget does not reflect changes necessary to implement the contract with the Nebraska Department of Education. After a better estimate of the number of students is determined, the proposed budget for the July docket will identify the anticipated income and staffing requirements associated with the Nebraska contract.

Superintendent Johnson stated that the funds resulting from the budget ceiling increase would be utilized to meet fire safety issues. With regard to the school's preliminary budget, he expressed appreciation for the support the school had received. He said most of the funds would go to mandatory issues the school must address. He noted that the budget did not include funding for the Nebraska initiative or funds for the recreation center capital project.

President Newlin asked if the documents with Nebraska had been signed. Associate Director Elliott responded that the documents were sent to the Attorney General's Office to distribute for signing and to be sent back.

President Newlin congratulated Superintendent Johnson on the final consummation of the agreement with Nebraska.

MOTION:

Regent Smith moved to (1) approve FY 1998 budget ceiling increase of \$20,000 and (2) receive the report on the preliminary FY 1999 General Fund operating budget for the Iowa School for the Deaf in the amount of \$7,848,415. Regent Kennedy seconded the motion. MOTION CARRIED UNANIMOUSLY.

(e) Iowa Braille and Sight Saving School. The Board Office recommended the Board receive the report on the FY 1999 preliminary General Fund operating budget for the Iowa Braille and Sight Saving School in the amount of \$4,452,885.

The preliminary FY 1999 budget for the general operating fund at the Iowa Braille and Sight Saving School is \$4.5 million. The net increase of \$136,458 is 3.2 percent higher than the FY 1998 budget.

The Iowa Braille and Sight Saving School preliminary budget reflects the strategic plans of the Board as well as the newly-developed strategic plan of the school that was presented to the Board for approval this month. The reallocations of \$551,666 (12.8 percent of the FY 1998 budget) represent a significant effort toward implementing the school's reorganization per the new strategic plan. The budget emphasizes the strategic goals of focusing services to better meet the needs of visually-impaired students, continuing an outcomes accreditation process, incorporating technology into the educational programs, and encouraging continuous improvement.

The school's preliminary budget for FY 1999 includes direct state operating appropriations of \$4.2 million. The net increase of \$146,563 (3.7 percent) includes salary funding of \$136,563; inflationary increases in library acquisitions, utilities, and building repairs of \$30,000; and a \$20,000 decrease for one-time FY 1998 appropriations.

Superintendent Thurman presented the Iowa Braille and Sight Saving School budget recommendations as they related to the school's strategic plan.

MOTION: Regent Smith moved to receive the report on the FY 1999 preliminary General Fund operating budget for the Iowa Braille and Sight Saving School in the amount of \$4,452,885. Regent Kennedy seconded the motion. MOTION CARRIED UNANIMOUSLY.

(f) Regional Study Centers. The Board Office recommended the Board receive the report on the FY 1999 preliminary budgets for the Quad-Cities Graduate Study Center (\$362,776), the Tri-State Graduate Study Center (\$132,034) and the Southwest Iowa Regents Resource Center (\$135,375).

Each year funds are appropriated to the Board of Regents for distribution to the Quad-Cities Graduate Study Center, the Tri-State Graduate Study Center and the Southwest Iowa Regents Resource Center. The annual reports and budgets of the Regional Study Centers provide one method for addressing Action Step 2.1.1.1 - Annually Assess Access to Regent Institutions - of the Board of Regents Strategic Plan.

Legislative action on the FY 1999 Iowa educational appropriations for the study centers totals \$350,330; in addition, estimated salary appropriations of \$9,585 for the Regional Study Centers will fund an average 4 percent salary increase.

	FY 1998 <u>Approp.</u>	FY 1999 <u>Ed. App.</u>	FY 1999 <u>Est. Salary</u>	Total <u>Est. FY 1999</u>
Quad-Cities Graduate Study Center	\$162,570	\$162,570	\$4,516	\$167,086
Tri-State Graduate Study Center	79,198	79,198	2,518	81,716
Southwest Iowa Regents Resource Center	<u>108,562</u>	<u>108,562</u>	<u>2,551</u>	<u>111,113</u>
TOTAL	\$350,330	\$350,330	\$9,585	\$359,915

The recommendation for distribution of the educational appropriation and salary increase funds will be brought forward for Board approval at its June meeting after the appropriation bills have been signed.

MOTION: Regent Smith moved to receive the report on the FY 1999 preliminary budgets for the Quad-Cities Graduate Study Center (\$362,776), the Tri-State Graduate Study Center (\$132,034) and the Southwest Iowa Regents Resource Center (\$135,375). Regent Kennedy seconded the motion. MOTION CARRIED UNANIMOUSLY.

(g) Lakeside Laboratory. The Board Office recommended the Board receive the report on the FY 1999 preliminary operating budget of \$411,100 for the Iowa Lakeside Laboratory, including \$334,340 in general funds to be provided as follows:

University of Iowa	\$165,797
Iowa State University	101,657
University of Northern Iowa	<u>66,886</u>
Total	\$334,340

The Iowa Lakeside Laboratory Coordinating Committee recommended a general fund budget of \$334,340 for operation of the laboratory in FY 1999. These funds would be provided by the universities in the amounts detailed. The distribution of funding among the institutions is consistent with the distribution in prior and current years. The proposed general fund budget of \$334,340 is \$20,952 (6.7 percent) higher than the FY 1998 general fund budget. The budget includes \$8,952 to fund salary increases, including summer faculty salary increases at the same rate of increase as faculty salary increases for the academic year, and \$12,000 funds for additional support costs.

The additional \$12,000 included in the operating budget is the minimum amount needed to sustain the operations and educational programs of the laboratory, consistent with objective 1.1.0.0 of the Board of Regents Strategic Plan – Improve the Quality of Existing and Newly Created Educational Programs. The Board requested for FY 1999 from the General Assembly the sum of \$25,000 for the summer teaching program. This request was not funded. The funds would have been used to pay lakeside faculty who had been paid from grant funds or sources other than the Lakeside Laboratory budget, hire teaching assistants to increase the number of students who can be enrolled in popular courses, and to purchase additional equipment and supplies needed because of increased enrollments and expansion of the teaching program.

Mr. Richey asked staff to redo the work on the Lakeside Laboratory budget to determine whether there was an apparent or real budget increase.

MOTION: Regent Smith moved to receive the report on the FY 1999 preliminary operating budget of \$411,100 for the Iowa Lakeside Laboratory, including \$334,340 in general funds to be provided as presented. Regent Kennedy seconded the motion. MOTION CARRIED UNANIMOUSLY.

(h) University Athletic Budgets. The Board Office recommended the Board receive the report on FY 1999 preliminary athletic budgets for the University of Iowa, Iowa State University and the University of Northern Iowa.

The preliminary athletics budgets for the three universities total \$44,676,101 plus \$2,140,000 in scholarships at the University of Iowa not included in the athletic budget. Revenue by source is summarized below:

	<b>SUI</b>	<b>ISU</b>	<b>UNI</b>	<b>Total</b>
General Fund Support	\$1,324,470	\$2,115,690	\$2,470,805	\$5,910,965
Earmarked Student Fee for Operations	0	976,000	541,400	1,517,400
Earmarked Student Fee for Debt Service	695,000	0	0	695,000
Sports Income	10,429,500	7,265,862	995,910	18,691,272
Athletic Conference/ NCAA Support	5,728,000	3,647,291	155,215	9,530,506
Other Income	3,950,000	3,249,458	1,131,500	8,330,958
<b>Total</b>	<b>\$22,126,970</b>	<b>\$17,254,301</b>	<b>\$5,294,830</b>	<b>\$44,676,101</b>

The FY 1999 preliminary budgets are higher than the FY 1998 approved budgets (University of Iowa: +6.8 percent, Iowa State University: +8.1 percent, University of Northern Iowa: +3.6 percent), but the FY 1999 total budgeted revenues for the University of Iowa and Iowa State University are slightly lower than the FY 1998 estimates. The University of Northern Iowa's budget is 5.25 percent higher than the FY 1998 estimate.

Budgeted sports income for FY 1999 includes no general public, single-ticket price increases for football or men's basketball at any of the universities. There has been no increase in ticket prices at the University of Iowa since FY 1997. In FY 1998 Iowa State University increased men's basketball ticket prices and the University of Northern Iowa increased football ticket prices.

The budgets include increased expenditures for women's sports. Increases in expenditures for women's sports from the FY 1998 estimates to the FY 1999 preliminary budgets are 11.6 percent at the University of Iowa, 4.0 percent at Iowa State University and 7.7 percent at the University of Northern Iowa.

Last year the Board requested specific information on athletic scholarships; athletic scholarships for FY 1999 are estimated to total \$8,505,222 as follows:

University of Iowa	\$3,746,860
Iowa State University	3,270,150
University of Northern Iowa	1,488,212
Total	<u>\$8,505,222</u>

All scholarships for athletes at Iowa State University and the University of Northern Iowa are included in the athletic budgets presented for approval by the Board. Women's scholarships at the University of Iowa are included in the university's athletic budget presented to the Board and men's scholarships are funded by gifts for that purpose.

Mr. Richey stated that the athletics budgets were presented separately for the Regents' information. The budgets will be included in the universities' budgets and did not need separate approval.

President Newlin said he appreciated seeing the athletics budgets all in one place.

Regent Pellett expressed appreciation that there had been no increase in general public ticket prices. The universities had almost priced themselves beyond families being able to attend athletics events.

**ACTION:** President Newlin stated the Board received the report on FY 1999 preliminary athletic budgets for the University of Iowa, Iowa State University and the University of Northern Iowa, by general consent.

(i) Board Office. The Board Office recommended the Board give preliminary approval to the proposed budget of the Board Office in the amount of \$1,500,578 from general funds and \$1,819,445 from all funds for fiscal year 1999.

The proposed budget is designed to meet the needs of the Board for staff services in FY 1999. The Board's recently-adopted strategic plan, action steps and performance measures will require a significant increase in the workload of the office. The proposed budget for FY 1999 implements the proposed reorganization of the Board Office and the recommended salary plan for professional employees. The proposed budget includes \$88,500 for the proposed reorganization. This figure consists of \$59,000 for restoration of the position in the newly-created unit and the higher salary required for the new Director, Legal Affairs, Human Resources and Information Systems.

The proposed budget is based upon the state salary policy of 4 percent growth and a 4 percent average growth in cost of goods and services. Collective bargaining negotiations will occur in FY 1999 and will involve heavier costs. In addition, a transition in Board members will occur in the spring of 1999 with consequent costs.

Because of the unusual expenditures for the Executive Director search, the new information system and the MGT consulting studies, the total expenditures for FY 1998 and FY 1999 cannot be readily compared. The gross figures are \$2.0 million projected for FY 1998 and requested at \$1.8 million for FY 1999.

The Board needs to give preliminary approval to the proposed budget for FY 1999 because the office is on the central accounting system of the state. Final approval of the detailed budget at the June 16-17 meeting will be just in time for entry of the approved figures into the state system.

Mr. Richey stated that the amount the institutions would pay seemed to have stabilized at \$563,000.

MOTION: Regent Smith moved to give preliminary approval to the proposed budget of the Board Office in the amount of \$1,500,578 from general funds and \$1,819,445 from all funds for fiscal year 1999. Regent Kennedy seconded the motion. MOTION CARRIED UNANIMOUSLY.

**FACULTY ACTIVITY REPORT.** The Board Office recommended the Board (1) receive the annual governance report, (2) request that next year's governance report include summary analyses of the new research and scholarship productivity measures from the common database information system, in order to provide a more complete picture of the work that faculty perform, and (3) reiterate the Board's previous request that next year's governance report specifically delineate the separate contributions of tenured faculty and probationary faculty in all workload measures.

The annual governance report on faculty workload is required by Section 6.17 of the Board's Procedural Guide and contains information about the allocation of faculty effort, instructional productivity measures, and time spent by faculty on professional activities. It is directly related to accountability expectations of the Board's strategic plan (KRA 4.0.0.0), which calls for effective stewardship of the institutions' resources. The report provides a single comprehensive review of the policy issues and their supporting data that the Regents have identified in their previous actions regarding faculty workload and productivity.

This report contains several different measures of faculty workload, effort, and productivity. Collectively, these measures help portray the diversity of faculty responsibilities and their contributions to education, research, and public service for the benefit of all Iowans.

Two primary measures of instructional productivity are student credit hours generated and degrees awarded. Students at the three Regent universities together earned 810,059 credit hours (Fall 1997) and 13,177 degrees (1996-97), an increase of 1.2 percent and 2.7 percent, respectively, from the previous year's data. The proportion of total student credit hours generated by tenured and probationary tenure-track faculty remained steady at Iowa State University (64 percent) and the University of Iowa (62 percent), and declined at the University of Northern Iowa (72 percent). The proportions of student credit hours generated by graduate teaching assistants remained constant at Iowa State University (12 percent) and declined to 19 percent at the University of Iowa. Adjunct and other non-tenure-track staff were responsible for increased generation of student credit hours at all three universities.

The proportion of student credit hours generated by tenured and probationary faculty varies among the different colleges at each institution. At Iowa State University this percentage ranges from 92 percent (agriculture) to 47 percent (education); at the University of Iowa it extends from 93 percent (dentistry) to 55 percent (liberal arts). The five colleges at the University of Northern Iowa have a more compact range from 76 percent to 68 percent. With the exception of five professional schools at the University of Iowa, however, the percentage of credit hours generated by tenured and probationary faculty is less than the proportion of those faculty within the cohort of all full-time instructors in their respective colleges.



Another measure of instructional productivity is the index of credit hours generated per full-time equivalent (FTE) instructional position. In Fall 1997 this index for tenured and probationary faculty was 233 at the University of Northern Iowa, 202 at Iowa State University, and 178 at the University of Iowa. Again, there were substantial differences among colleges. When this index is calculated for non-tenure-track faculty, it is apparent that they carry heavier teaching workloads in lieu of research and service responsibilities.

Current measures of faculty effort and non-teaching activity are self-reported through federally required forms and statistically representative campus surveys. The most recent data show average faculty workweeks of 60.0 hours at the University of Iowa, 58.0 hours at Iowa State University, and 55.6 hours at the University of Northern Iowa. Faculty at the University of Northern Iowa continue to report the highest allocation of their effort to teaching activities, with faculty at the University of Iowa and Iowa State University devoting appropriately more effort toward sponsored research and public service/extension responsibilities.

Last year the Board directed the universities to develop a common faculty portfolio database information system. The Board requested the use of comparative collegiate and departmental faculty workload information, where available, from each university's established group of peer institutions. These initiatives are included in this governance report.

Mr. Sutton reviewed the report with the Board members.

President Newlin asked about the statement in the docket memorandum which indicated that agreement had not been reached on the measurement of outreach, extension and professional service.

Mr. Sutton responded that institutional officials were able to reach agreement on some common measures for teaching and scholarship. He said the service area varies more significantly among the institutions. University officials were unable to agree on a measure that work for all three of the universities. He noted that Iowa State University officials are conducting a pilot study concerning this issue. Each institution may be developing its own set of measures.

President Newlin stated that the institutions have individual missions. Each may have a common set of elements for extension and outreach. Mr. Sutton responded that a common service element may not be reachable. Each institution may report similarly but not commonly.

President Coleman stated that in some areas it is very difficult to have common elements. She said it did not mean that the universities cannot report annually on their outreach efforts. Most of the targets are unique to the universities' missions. It would be difficult to reach a common number.

Provost Whitmore stated that the discussion breaks down when determining how to report certain kinds of activity that would capture the extent of faculty outreach on each of the university campuses. He believes what would work best for the universities would be to define the service elements and report on those.

President Jischke said that in looking at the allocation of resources at Iowa State University compared to either the University of Iowa or University of Northern Iowa there is a significantly larger resource allocation into outreach, extension and service which is consistent with Iowa State University's unique mission. He said outreach is different in

kind and level of activity between the three universities. Within the university it also varies considerably across the colleges. Iowa State University officials are in the process of developing appropriate measures that capture what faculty do.

Provost Kozak discussed the data elements in the pilot study being conducted at Iowa State University. The pilot study is being done to get a cross section of the university to determine how much and in what ways the different activities will vary from one department to another.

President Koob referred to the upcoming report from the extension and outreach divisions of each of the university campuses. He said they should add the complexity of how to measure successful partnerships such as University of Northern Iowa's partnerships with schools. He stressed that there was no lack of will to cooperate.

President Newlin suggested a reaffirmation that the Regents want the three universities to continue with their missions with respect to outreach, extension and professional service areas. Since university officials have been unable to agree on common measures, each university should develop individual common measures that pertain to the individual institutions. The Regents will study the outcomes based on the individual measures. The next question was when do the Regents want those measurements.

Provost Kozak suggested that next year at this time Iowa State University officials would be able to present their measures. University officials are about to launch an analysis of the data. He said a progress report could be provided in September. If university officials were to move from the pilot study to a full scale study across the university, it would take until next year to return to the Board with those measurements. The pilot study could be reported on in September.

President Newlin asked if the universities could provide progress reports on the area of common measures for outreach, extension and professional service by November 1998. The university presidents agreed.

Regent Arenson referred to the teaching component of the faculty activity report. He said each institution has set goals for senior faculty involvement in undergraduate programs. He was concerned about the teaching component as it related to undergraduate programs and whether the universities are doing what the Board wants done in that area, and what the institutions have set as targets. He saw no mention of benchmarks in the report.

President Coleman responded that in the University of Iowa strategic plan are benchmarks for both percentage of senior faculty teaching undergraduates and targets for credit hour generation.

Regent Arenson stated that he would like to see in this report some sort of listing of that information so the Regents could see how these numbers relate to the benchmarks set by the universities.

President Coleman stated that part of the issue relates to the lagging of information and when the university reports. Last December University of Iowa officials reported on performance indicators of the percentage of senior faculty teaching in the undergraduate programs and in the total credit hours generated by faculty. At that time, the university was running ahead of her expectation for the 5-year target. The percentage of faculty involvement was almost at the 5-year target last year. University officials will not have more recent data collected until August 1998.

Regent Arenson stated that there is a certain group of people who would focus on contact hours. He continues to agree that focusing on contact hours ignores many elements of teaching. However, he has been looking forward to receiving a good analysis of where the universities are versus where they want to be. He said the Regents have a duty of accountability. Last February the Board passed a motion that instructed the universities to implement management mechanisms to ensure effective oversight and monitoring of faculty workload activities at the departmental, collegiate and institutional levels. Has that been done?

President Coleman responded affirmatively. She said that in December University of Iowa officials presented the annual report of the university's strategic plan. She reported at that time on the indicators of progress for undergraduate teaching. She reported to the Board graphically about how the university was doing according to its targets. The information in that report was for the 1996-97 academic year which had already been collected. University officials will be providing the same information in November 1998 on where the university is with the indicators of progress in the strategic plan.

Regent Arenson asked if that report would use the data contained in this report. President Coleman responded affirmatively.

Regent Arenson stated that the Board had requested common portfolio data base information so it could provide appropriate oversight. He asked if that information had been provided. Director Barak responded that such information was essentially contained in the docket memorandum.

Regent Arenson stated that the Board also asked each university to charge each college and department to develop benchmarks and clear indicators of progress for faculty workload, and that those benchmarks would be reported to the Board. The benchmarks were to include information reflecting the portion of student credit hours for each college and each department and indicators of progress comparing peer collegiate and departmental data, where available. The information provided by the University of Iowa for this report identified departments by number rather than by name. He said the Board should have the department names in order to be able to do an effective job of accountability. For example, as a student at the University of Iowa he took classes in the rhetoric department. There were very few senior faculty teaching in the department. However, he has no objection to what goes on in that department. They do a great job. He said the Board of Regents is interested in this subject and has not forgotten about wanting to see forward progress at each institution. Forward progress was not made this year. He said the Regents may or may not have gotten the data requested at departmental levels. He would not like to wait another year to look at this again. Perhaps the report to be presented in December would shed more light on this matter. He would like to be able to look at this report and understand how it relates to benchmarks each university has set. Also, is the Board prepared to accept the benchmarks as adequate?

Mr. Richey stated that the strategic plans come in in November and December.

President Newlin said he assumed that the common data elements would be incorporated into the report on the strategic plan.

President Coleman responded that the ICEC members would have to talk about how to do that. The University of Iowa has 7 goals and indicators of progress under each goal and then targets. There is an undergraduate education component to the strategic plan and targets of senior faculty involved in undergraduate instruction, both percentages and credit

hours. She said university officials would be reporting on that again for the 1997-98 year for the entire institution and for each department.

President Newlin asked about the indicators included in the docket memorandum. President Coleman responded that each of those elements is included in the university's strategic plan. Provost Whitmore said he believed the information was included in this report. Director Barak confirmed that the information was contained in this report.

President Jischke stated that all three universities are collecting common data. The benchmarks in Iowa State University's strategic plan are not necessarily against all of the data elements contained in this report. University officials report in December the progress on the university's strategic plan and in particular comparisons against the benchmarks. However, he had not envisioned benchmarking every data element in this data set. The benchmarks in the strategic plan are all outcomes based. For each of the goals in the Iowa State University strategic plan there are 2 or 3 benchmarks; therefore, there is a large data set, 18 different benchmarks. University officials had not intended to benchmark every one of these data elements.

Regent Arenson stated that President Jischke was talking about the strategic plan. He said he was reacting to what was presented at this meeting. He thought that what the Board had requested in February 1997 was that each university would charge the colleges and departments to develop benchmarks and indicators of progress for faculty workload. One of the yardsticks was student credit hours. He wanted to know whether those benchmarks had been established for each department. He has been waiting for those benchmarks and thought that was what he would see today.

Regent Lande said he believes that Regent Arenson is correct about total classroom contact hours because the Regents receive a lot of comments on that issue from the public. He said he wanted to understand the difference and inter-relationship between contact hours and student credit hours. He asked if a measurement could be devised that would describe that inter-relationship so the constituency can better understand it.

President Coleman referred to the issue of peer comparison and said university officials had provided the most recent peer group information for fall 1996. The only information which the Regents had not been given was department names. She said the University of Iowa is generating 65 percent of the credit hours with senior faculty. The peer group study has been going on for quite some time. It is a national study.

Regent Arenson said it would be helpful to see a list of the other institutions and departments identified. He noted that 65 percent was a very aggressive number.

Provost Whitmore referred to the peer groups information and stated that not all institutions participate. The institutions included in the report are the only ones that came close to the University of Iowa in the study. There is no other national study that has these data.

Regent Arenson said he supports the research component of the University of Iowa and Iowa State University. He also supports raising the quality of undergraduate education at the Regent institutions. The peer information is helpful. He was also interested in knowing at the department level what the goals are, how they are set and whether university officials are satisfied with the numbers.

President Coleman stated that she was very satisfied with the progress. She always wants to do better but she was pleased with the progress.

Regent Arenson stated that over the course of the last three years it appeared that the numbers were somewhat flat. He hoped the universities could raise the numbers in terms of undergraduate education.

President Jischke stated that the trend is up in terms of the fraction of teaching done by tenure and tenure-track faculty. He said that the information presented was but one measure of the effectiveness of undergraduate education efforts. He believes that a much more meaningful number is the retention rate. Retention rates are a measure of student success; it is an outcome of the undergraduate education program. The general thrust of accountability is to pay more attention to outcomes. He said Iowa State University could do better. There could be a higher fraction of credit hours taught either by increasing the size of faculty or reallocating faculty efforts. Another approach is to increase the class size. University officials are trying to tackle all three of those. There is room for improvement of all three. President Jischke stated that university officials had heard the Board's message unmistakably clearly. In the presentation of the university budget earlier in the meeting university officials reported that they had invested more money in the undergraduate education program than in any other goal of the university strategic plan. The growing percentage of tenured faculty are teaching at the undergraduate level. If the Board would like for university officials to be decidedly more aggressive, the Regents would have to confront resource and mission questions. He said he hoped there was not a view that university officials are not working hard.

Regent Arenson stated that if the Board and institutional officials indeed want to raise the quality of undergraduate education, everything needs to be on the table.

President Jischke stated that at Iowa State University the number of undergraduate students studying abroad has been tripled. The College of Engineering has instituted a program of 3 months' professional experience for students. He said university officials have invested resources to make those things happen. Those kinds of efforts are having a big impact. The numbers presented in this report do not necessarily reflect all of those types of efforts. The strategic plan is designed to try to get at that richness by having a different set of measures, not just credit hours.

Regent Arenson stated that it was difficult to know which yardstick to use. The Board is trying to be reasonable on this issue yet it wants to see forward progress. He was not sure that the Board thinks the institutions have "arrived" in terms of undergraduate education. If there is a resource issue then get that on the table.

President Coleman stated that university officials cannot stand still in anything they do. No one is saying they are satisfied and that they will not do more. They will do more. She said this is a complex issue that involves many parts. University of Iowa officials have significant responsibility to their graduate students. Part of that is giving them experience in the classroom. She said the Board members would be presented with survey results next month. University officials asked graduate students how the classroom experience helped them get jobs. Graduate students reported that teaching to undergraduates helped them in their pursuits beyond college.

Regent Kennedy stated that this was very good discussion to be having so that everyone understands this is an ongoing process. She said she supported Regent Arenson's concerns. She also had an appreciation for the point of view that there is some danger in having only one or two benchmarks. She referred to the University of Iowa department identified as department 14, and noted that it had 36 percent of student credit hours taught by tenured and tenure-track faculty. She said she did not want to give the wrong

message that the universities should tenure more faculty. She said there is danger in choosing only a few benchmarks. She wanted to make sure that everyone continues to communicate and tie together the benchmarks. They do not want to start unhealthy chain reactions.

President Jischke stated that part of the Board's emphasis on strategic planning is to capture in a careful way every year all of the things being done at the universities. The universities are benchmarked against appropriate peer groups. Budget data is presented in a manner that identifies institutional priorities.

Regent Kennedy said the issues are very complex. There have to be these discussions to address the continuing challenges. Part of the Regents' responsibility is to bring forth some of these other areas.

President Newlin expressed the Board's appreciation to university officials for developing common data elements. He expressed anticipation for the service aspects of the data elements. From the discussion that had just taken place, he said university officials could tell that the Board was very interested in and concerned about faculty workload, measurements and outcomes. He said the Board would receive the report on the service element along with the strategic planning reports in November.

Regent Kennedy said she believed that Regent Arenson was trying to make the point that the Regents want faculty and the public to know they are very interested in undergraduate education. She felt that the message had come through today.

**ACTION:** President Newlin stated the Board, by general consent, (1) received the annual governance report, (2) requested that next year's governance report include summary analyses of the new research and scholarship productivity measures from the common database information system, in order to provide a more complete picture of the work that faculty perform, and (3) reiterated the Board's previous request that next year's governance report specifically delineate the separate contributions of tenured faculty and probationary faculty in all workload measures.

**ACCREDITATION REPORTS.** (a) Iowa School for the Deaf. The Board Office recommended the Board receive the report on continuing accreditation of Iowa School for the Deaf by the North Central Association.

Iowa School for the Deaf officials submitted notice of continuing accreditation by the North Central Association to the Board of Regents in partial fulfillment of 1.1.1.0 of the Board of Regents' strategic plan as evidence of quality educational programming at the institution. The North Central Association is the regional accrediting organization for schools and colleges in the center of the United States.

**ACTION:** President Newlin stated the Board received the report on continuing accreditation of Iowa School for the Deaf by the North Central Association, by general consent.

(b) Iowa Braille and Sight Saving School. The Board Office recommended the Board receive the report on North Central Association accreditation of Iowa Braille and Sight Saving School.

Iowa Braille and Sight Saving School officials reported on one of its two accrediting processes that it seeks through the North Central Association. This action is a general institutional accreditation similar in scope to the accreditation North Central offers to the universities. The other North Central accreditation that Iowa Braille and Sight Saving School seeks is in outcomes assessment and will be reported at a later date as the school recently was visited for this special accreditation.

This accreditation is reported to assure the Board of Regents that quality programming is offered at IBSSS in partial fulfillment of 1.1.1.0 of the Board of Regents' strategic plan.

Superintendent Thurman clarified that once the school receives outcomes accreditation status it will no longer go through standards-based 7-year evaluations.

**ACTION:** President Newlin stated the Board received the report on North Central Association accreditation of Iowa Braille and Sight Saving School, by general consent.

(c) University of Northern Iowa. The Board Office recommended the Board (1) receive the reports for accreditation programs in art, industrial technologies, leisure services, and school psychology, (2) receive the 5-year update report on accreditation in dietetics, (3) request that University of Northern Iowa submit follow-up reports to the Board Office to complete accreditation files for art, industrial technologies, and leisure services as soon as possible after receipt of action letters from the appropriate accrediting organizations, and (4) request that University of Northern Iowa keep the Board Office apprised of the accreditation status of the Department of Industrial Technology after the 1998 progress report.

The University of Northern Iowa seeks accreditation for many of its individual programs in addition to the general university accreditation offered by the North Central Association. During the past year, University of Northern Iowa officials completed the processes for four programs and updated paperwork to maintain accreditation for another program. These actions were reported to the Board of Regents as evidence of the university's efforts to fulfill the Board's strategic objective to improve the quality of existing and newly-created educational programs (1.1.0.0 in the Board of Regents' Strategic Plan). In addition to academic program reviews, accreditation reports and self-studies are evidence that the university and its programs seek to maintain a level of quality that enables programs to be recognized for excellence by its peers.

Complete reports of each accreditation action are on file in the Board Office.

Program	Degree Level	Accrediting Agency	Time Period	Conditions, Special Requirements
Art	Baccalaureate, Masters	National Association of Schools of Art and Design	10 years (2006-2007)	Two progress reports are required. The first details progress on noise abatement in the sculpture area. The second concerns efforts to improve the ability of the slide librarian to meet departmental needs.
Industrial Technologies (programs in	Baccalaureate	National Association of Industrial Technology	6 years (2002)	A 2-year progress report is due in 1998 to address

construction management, general industry and technology, graphics communications, and manufacturing technology)				8 partially-met standards out of 55 standards examined. Provisional accreditation was awarded.
Leisure Services Management and Therapeutic Recreation	Baccalaureate	Council on Accreditation of the National Recreation and Park Association and the American Association for Leisure and Recreation	5 years (October 2001)	The review raised questions in 3 areas of 127 standards examined. The university addressed 2 issues immediately while the third issue has not been resolved.
School Psychology	Specialist	National Association of School Psychologists	4 years (December 1999)	None. The program had not completely addressed two of the thirty-seven standards.
Dietetics	Baccalaureate	Commission on Accreditation/Approval for Dietetics Education of the American Dietetic Association	10 years (March 2000)	None. This report is the midway (five year) report required by the accrediting organization. The accrediting organization accepted the report as presented.

Interim Provost Podolefsky reviewed the report for the University of Northern Iowa.

President Newlin congratulated Dr. Podolefsky on his new role at the university as interim provost.

**ACTION:** President Newlin stated the Board, by general consent, (1) received the reports for accreditation programs in art, industrial technologies, leisure services, and school psychology, (2) received the 5-year update report on accreditation in dietetics, (3) requested that University of Northern Iowa submit follow-up reports to the Board Office to complete accreditation files for art, industrial technologies, and leisure services as soon as possible after receipt of action letters from the appropriate accrediting organizations, and (4) requested that University of Northern Iowa keep the Board Office apprised of the accreditation status of the Department of Industrial Technology after the 1998 progress report.

**ANNUAL REPORT ON CHILD CARE.** The Board Office recommended the Board (1) receive the annual reports on child care programs at the University of Iowa, Iowa State University, and the University of Northern Iowa and (2) receive the report from the Child Care Priority Issue Study Group.

Each university has very successful family-oriented programs which include participation in community referral services and on-campus care. Access to child care is extremely important in the recruitment and retention of students as well as faculty and staff. The universities provide this access with state funding that is a very small proportion of their overall budgets.

University of Northern Iowa and University of Iowa officials proposed modest increases to the general fund portion of their child care budgets. Iowa State University officials



proposed an 11 percent increase due to increased support to subsidize fees paid by low income parents at the new center located at the College of Veterinary Medicine.

The contributions by the universities to the centers allow for lower fees to be charged student parents. The centers could not continue to operate if they cared only for children of students within the current rate structures.

The universities do not subsidize the fees paid by nonstudent parents at the campus centers except where there is an educational program as at the University of Northern Iowa Child Development Center or for basic infrastructure.

Regent Kennedy stated that President Newlin had determined that the Child Care Priority Study Group had run its course in terms of bringing a spotlight to child care issues. The group, at its meeting the previous day, received the annual governance report from each institution. She said institutional officials had done an excellent job in the last couple of years of working with the study group to simplify a very complicated system that pays for child care. It was felt that the institutions can report to the Board as a whole in the future. She said the study group members were very appreciative of the efforts of institutional officials. Child care is a complicated issue. It is regulated heavily. Institutional officials are dedicated to making child care available to students and staff. They also have in place good reporting mechanisms. She feels that institutional officials have accomplished much and are dedicated to continuing to make the child care systems work.

**ACTION:** President Newlin stated the Board (1) received the annual reports on child care programs at the University of Iowa, Iowa State University, and the University of Northern Iowa and (2) received the report from the Child Care Priority Issue Study Group, by general consent.

**REPORT OF THE BANKING COMMITTEE.** The Board Office recommended the Board (1) accept the report of the Banking Committee and (2) approve the modification of institutional banking relationships.

Regent Kennedy stated that at its meeting the previous day, the Banking Committee approved modification of institutional banking relationships, received independent revenue bond fund audit reports for the University of Northern Iowa, received a status report on institutional internal audit follow-up, and a report on lease purchase financing of equipment for the University of Iowa Hospitals and Clinics. She stated that the Banking Committee expressed appreciation to Louise Houseworth for her work and support. She thanked Director Houseworth publicly and wished her well in Arizona. The Banking Committee passed a resolution concerning Ms. Houseworth's departure which it wished to present for Board approval.

**MOTION:** Regent Kennedy moved to express the Board's heartfelt appreciation for all of the good services Louise Houseworth had provided and that she would be missed. Regent Lande seconded the motion.  
**MOTION CARRIED UNANIMOUSLY.**

**ACTION:** President Newlin stated the Board (1) accepted the report of the Banking Committee and (2) approved the modification of institutional banking relationships, by general consent.

**APPOINTMENTS TO COMMITTEES AND ORGANIZATIONS.** The Board Office recommended the Board approve appointments to boards and committees and revision of the study groups as presented.

The Board of Regents is responsible by statute for appointing a number of persons to state boards and commissions. The bylaws of institutional foundations and other non-profit agencies call for the appointment by the Board of Regents to those governing entities. The Board has created the Banking Committee as its only standing committee. Ad hoc study groups have been established for specific tasks with the expectation that they will be discontinued when their work is done.

It was recommended that the existing study groups be discontinued. The renamed Equal Opportunity Study Group would be continued because of the heavy workload involved in KRA 3.0.0.0 relating to diversity. The liaison group for the hospital and clinical enterprise would be continued until its work is finished.

The terms of all Regent members and alternates on the Iowa Coordinating Council for Post-high School Education expire on July 31<sup>st</sup>. Recommended appointees will be brought to the Board in either June or July.

Attempts were made to consult with each Regent and institutional head regarding the appointments.

President Newlin noted that the expiration date for the term of the Workforce Development Board should have read June 30, 2000, instead of June 30, 2002. He noted that he would be recommending appointees for the Iowa Coordinating Council for Post-high School Education in either June or July.

Regent Kennedy expressed appreciation to President Newlin for his review and evaluation of the priority issue study groups. She said it was important to do so.

**MOTION:** Regent Arenson moved to approve appointments to boards and committees and revision of the study groups as presented. Regent Ahrens seconded the motion. **MOTION CARRIED UNANIMOUSLY.**

President Newlin stated that if there were any topics that Regents might want a special report on, an ad hoc committee can be created for that purpose or a study group reactivated.

**BOARD OFFICE PERSONNEL TRANSACTIONS.** The Board Office recommended the Board ratify personnel transactions, as follows:

Appointment: CHARLES K. WRIGHT, Director, Legal Affairs, Human Resources and Information Systems, effective June 1, 1998, at an annual salary of \$102,477 plus the usual fringe benefits.

Nonrenewal of Contract: REBECCA STADLMAN, Director, Human Resources, effective April 24, 1998.

Resignation: LOUISE HOUSEWORTH, Director, Business and Finance, effective June 5, 1998.

MOTION: Regent Arenson moved to approve the Register of Personnel Transactions, as presented. Regent Smith seconded the motion. MOTION CARRIED UNANIMOUSLY.

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

June 15-17, 1998	University of Iowa	Iowa City
<u>July 14-15, 1998</u>	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	West Des Moines Marriott Hotel	West 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

ACTION: The Board meetings schedule was approved, by 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 Wednesday and Thursday, May 20 and 21, 1998.

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

Register of Personnel Changes for March 1998.

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

**FIVE-YEAR UNIVERSITY CALENDAR.** The Board Office recommended the Board approve the proposed academic calendars for 1998-99, 1999-00, 2000-01, 2001-02, and 2002-03 for the University of Iowa.

The Council on Teaching has approved the five-year university academic calendar. The instructional days recommended are consistent with past Board approved practices. The holidays recommended for observance are consistent with state holiday scheduling and applicable collective bargaining agreements.

ACTION: This matter was approved, by 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

### Health Sciences Campus—Raze Steindler Building—Phase 1 \$875,000

Source of Funds: College of Medicine Gifts and Earnings, Income from  
Treasurer's Temporary Investments, and/or Revenue Bonds

#### Preliminary Budget

Construction	\$ 700,500
Design, Inspection and Administration	
Consultant	82,000
Design/Construction Services	22,400
Contingency	<u>70,100</u>
 TOTAL	 <u>\$ 875,000</u>

University officials requested approval of a project description and budget in the amount of \$875,000 for the Phase 1 project to demolish the Steindler Building. The demolition of the Steindler Building will occur in two phases due to the difficulty of relocating all of the building occupants at one time. The Phase 1 project will demolish the western two-thirds of the building (approximately 76,000 gross square feet). The Phase 2 project, which will demolish the remainder of the structure (approximately 38,000 gross square feet), will be carried out after the relocation of the east wing occupants.

The Phase 1 work will include salvage of the cupola and minor stone medallions for reinstallation with construction of the Medical Education Building--Materials Management Facility. In addition, the west facade stone entrance to the Steindler Building will be salvaged for reconstruction within the University Hospitals complex. The Phase 1 project will then include removal of the structure, including footings and foundations, installation of a construction fence, and site grading in preparation for construction of the Medical Education and Biomedical Research Facility. The project will include the necessary work to allow the east wing of the Steindler Building to remain operational. This will include utility work, construction of a new temporary building entrance, minimal interior remodeling for disrupted departments and lost support spaces, and construction of a water-tight enclosure at the separation points.

The Phase 1 demolition project is scheduled to begin in August 1998. Construction of the Medical Education and Biomedical Research Facility will follow, with the Phase 2 demolition project scheduled to begin in early 2001.

### University Parking System—Hawkeye Storage Parking Lot Expansion \$757,000

Source of Funds: University Parking System Improvement and  
Replacement Funds

#### Preliminary Budget

Construction	
Construction Contract	\$ 557,000
Electrical Distribution	48,000
Design, Inspection and Administration	
Consultant	72,060
Design/Construction Services	18,940
Contingency	<u>61,000</u>

TOTAL

\$ 757,000

University officials wish to expand the parking lot to accommodate commuter parking and requested approval of a project description and budget in the amount of \$757,000 to construct parking spaces to accommodate an additional 453 vehicles. The project is needed because of the increased demand for west campus parking; regular Cambus service has been extended to the Hawkeye Park area.

The project will include the installation of asphalt paving, limited concrete paving, curbs, gutters, lighting, security cameras, bus shelters, and landscaping improvements.

Upgrade Underground Petroleum Storage Tanks\$616,000Preliminary Budget

Construction	\$ 475,000
Design, Inspection and Administration	76,000
Drilling and Testing	16,000
Contingency	<u>49,000</u>
 TOTAL	 <u>\$ 616,000</u>
 Source of Funds:	
UIHC Building Usage Funds	\$ 521,800
Building Renewal Funds	39,400
Iowa Memorial Union Replacement Reserves	24,600
Parking System Improvement and Replacement Funds	16,000
Athletic Department Revenues	<u>14,200</u>
 TOTAL	 <u>\$ 616,000</u>

University officials requested approval of a project description and budget in the amount of \$616,000 to upgrade the university's 11 underground petroleum storage tanks to comply with Federal and State regulations. The tanks are located at various university locations including the Iowa Memorial Union, Bowen Science Building, Eckstein Medical Research Building, Finkbine Golf Course, Cambus Garage, and the Boyd Tower, Carver Pavilion, and Colloton East area of University Hospitals.

The 1998 Underground Storage Tank requirements of the U.S. Environmental Protection Agency and the Iowa Administrative Code require the upgrade of underground storage tanks by December 22, 1998. These regulations cover tank and piping construction, spill and overflow prevention, and release detection. The project will provide for the replacement of the existing tanks and installation of monitoring equipment.

Jefferson Building—Ventilation Improvements

\$374,000

Source of Funds: Building Renewal Funds

Preliminary Budget

Construction	\$ 276,400
Design, Inspection and Administration	
Consultants	46,050
Design/Construction Services	23,540
Contingency	<u>28,010</u>
 TOTAL	 <u>\$ 374,000</u>

University officials requested approval of a project description and budget in the amount of \$374,000 to install new ventilation systems and replace obsolete and deteriorated plumbing systems in the Jefferson Building. In addition, the project will reconstruct a number of restrooms to provide improved accessibility for persons with disabilities.

The project will include installation of new ventilation systems, replacement of deteriorated potable water and sanitary sewer plumbing, and replacement of plumbing fixtures in the majority of the existing restrooms. In addition, the project will develop accessible men's and women's restrooms on the second, third, seventh, and eighth floors, and accessible unisex restrooms on the fourth, fifth, and sixth floors. The project will also include miscellaneous reconfiguration of storage closets and obsolete restrooms.

Mayflower Residence Hall—Replace Boilers

\$309,000

Source of Funds: Dormitory Improvement Reserves

Preliminary Budget

Construction	\$ 242,500
Design, Inspection and Administration	
Consultants	30,600
Design/Construction Services	11,900
Contingency	<u>24,000</u>
 TOTAL	 <u>\$ 309,000</u>

University officials requested approval of a project description and budget in the amount of \$309,000 to replace deteriorated boilers in the Mayflower Residence Hall. The project will replace the two main boilers and the summer boiler and upgrade the entire hot water heating system. The system provides domestic hot water as well as heating for the building. The upgrade will also include installation of a back-up heat exchanger for domestic water, an air separator and hot water expansion tanks.

Work will include removal of the existing boilers and obsolete components of the heating system, including heat exchangers, piping, controls and combustion intakes, and installation of the new boilers, heat exchangers, and control systems.

Westlawn—Renovate for Physical Therapy Relocation

Source of Funds: College of Medicine Gifts and Earnings

Feb. 1998 Budget \$281,000

May 1998 Budget \$370,500



## Project Budget

	Initial Budget <u>Feb. 1998</u>	Revised Budget <u>May 1998</u>
Construction	\$ 228,800	\$ 298,500
Design, Inspection and Administration	29,300	57,000
Contingencies	<u>22,900</u>	<u>15,000</u>
 TOTAL	 <u>\$ 281,000</u>	 <u>\$ 370,500</u>

In February 1998 the university received approval of a project description and budget in the amount of \$281,000 for the Westlawn—Renovate for Physical Therapy Relocation project. The project will renovate 5,800 square feet of space in Westlawn to house the teaching functions of the Department of Physical Therapy which will be relocated from the Steindler Building as part of the Health Sciences Campus Plan.

The university also received Board approval to negotiate a change order with Mid-America Construction Company for Executive Director approval. The change order will incorporate the work for the Physical Therapy project into Mid-America's existing construction contract for the Westlawn Renovation and Expansion--Student Health Service Relocation and College of Medicine Programs project. The university had indicated that this approach would provide the most efficient and effective method to accomplish the work for the Physical Therapy project. The cost of the change order was estimated at \$228,000 and the university indicated that it would work with the project architect to prepare detailed cost estimates for the work.

In April 1998 the university requested Executive Director approval of the negotiated change order in the amount of \$298,457, which is \$70,457 greater than the estimate presented to the Board in February. The university attributes the difference primarily to scope changes in the mechanical and electrical work as these components were not fully developed at the time the initial cost estimate was prepared. The university utilized a construction consulting firm to verify that the negotiated change order amount is a fair and reasonable estimate for the scope of work.

The \$281,000 project budget approved in February 1998 was based on the initial change order estimate of \$228,000. In addition to approval of the change order, the university requested Executive Director approval of a revised project budget in the amount of \$370,500, an increase of \$89,500. The budget includes \$298,500 for construction to accommodate the negotiated change order. Approval of the revised project budget was requested prior to the May Board meeting to ensure that the projects of the Health Sciences Campus Plan would remain on schedule. Both the revised budget and change order were approved by the Executive Director on April 23, 1998, and require Board ratification.

\* \* \* \* \*

University officials presented three 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

Capital Plan for the Health Sciences—Campus Master Plan Design \$128,500  
Overview—Phase II  
Payette Associates, Boston, MA

University officials requested approval to enter into an agreement with Payette Associates to provide continued oversight through the design development phase for the various components of the Capital Plan for the Health Sciences. In addition, the agreement will provide oversight for the construction phase of the Utility Relocation and Newton Road Relocation projects. The agreement will ensure that the consultants for the various program elements continue to follow the intentions of the Health Sciences Campus Plan and that the overall project remains well coordinated.

The agreement provides for a total fee not to exceed \$128,500, including reimbursables.

Westlawn—Renovate for Physical Therapy Relocation \$47,500  
Baldwin White Architects, Des Moines, Iowa

University officials presented the negotiated agreement with Baldwin White Architects for Board approval. The agreement will provide full services through construction documents and includes construction services for the project. The agreement provides for a lump sum fee of \$47,500 which includes \$2,500 for reimbursables.

University Parking System—Hawkeye Storage Parking Lot Expansion \$72,060  
Shive-Hattery, Iowa City, Iowa

University officials requested approval to enter into an agreement with Shive-Hattery to provide design and construction inspection services for the project. The agreement provides for a total fee not to exceed \$72,060, which includes \$69,060 for basic services with reimbursables not to exceed \$3,000.

Upgrade Underground Petroleum Storage Tanks \$89,305  
Shive-Hattery, Iowa City, Iowa

University officials requested approval to enter into an agreement with Shive-Hattery to provide environmental engineering services for the project, including drilling and testing of the storage tanks. The agreement provides for a fee of \$89,305, which includes basic services not to exceed \$73,538 with \$15,767 for reimbursables.

Jefferson Building—Ventilation Improvements \$36,000  
OPN Architects, Cedar Rapids, Iowa

University officials requested approval to enter into an agreement with OPN Architects to provide design services for the project. The agreement provides for a fee of \$36,000, which includes basic services at \$30,000 with reimbursables not to exceed \$6,000.

Mayflower Residence Hall—Replace Boilers \$30,600  
Design Engineers, Cedar Rapids, Iowa

University officials requested approval to enter into an agreement with Design Engineers to provide design services for the project. The agreement provides for a total fee not to exceed \$30,600 which includes \$5,000 for reimbursables.

University Hospitals and Clinics—Development of Offices for Clinical Outcomes and Resource Management \$42,480  
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 basic services at a fixed fee of \$38,980, with reimbursable expenses not to exceed \$3,500.

University Hospitals and Clinics—Recaulking Carver and Colloton Pavilions \$51,100  
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 provides for a fee of \$51,100, which includes basic services at a fixed fee of \$46,600 with reimbursables not to exceed \$4,500.

Amendments:

Engineering Building Modernization/Addition Amendment #5 \$19,115  
Neumann Monson, Iowa City, IA/ Amendment #6 \$145,645  
Anshen + Allen, Los Angeles, CA

University officials requested approval of Amendments #5 and #6 to the agreement which reflect increases in the project scope resulting from the availability of additional project funds. Amendment #5 in the amount of \$19,115 is for additional services to extend on Ground Level, Area A, the air conditioning system to the entire Mechanical Engineering wing. The previous project scope had restricted air conditioning to only those areas being renovated. Amendment #6 in the amount of \$145,645 will provide construction documents for completion of the fourth floor shell space, including laboratory casework.

Amendments #5 and #6 will not result in an increase in the total project budget.

Health Sciences Campus—Medical Education and Biomedical Research Facility—Site Development Amendment #2 \$87,600  
Payette Associates, Boston, MA/Baldwin White Architects, Des Moines, Iowa

University officials requested approval of Amendment #2 to the agreement in the amount of \$87,600. The amendment will provide a design development plan for the overall building site. This will allow the university to define the site limits for the building project and establish the site development project budget which will be presented for Board approval at a future date. In addition, a future amendment to the agreement will provide construction drawings and contract administration for the actual site development program to be undertaken within the project budget.

Amendment #2 will not result in an increase in the total project budget.

Health Sciences Campus—Relocate Steindler Building Amendment #2 \$35,100

## Programs

Baldwin White Architects, Des Moines, Iowa

University officials requested approval of Amendment #2 to the agreement in the amount of \$35,100. The amendment will provide compensation for additional services needed to identify an acceptable relocation plan. It is necessary for the consultants to carry out detailed departmental programming to identify the optimal combination of physical space and location to effectively relocate more than ten units into six different buildings.

Amendment #2 will not result in an increase in the total project budget.

Power Plant—Demolish East Stack  
Shive-Hattery, Iowa City, Iowa

Amendment #2 \$10,000

University officials requested approval of Amendment #2 to the agreement in the amount of \$10,000. The amendment will provide for monitoring the removal and disposal of the ash pit. In addition, the amendment will provide compensation for extended air monitoring and testing services to accommodate an extended contract completion date.

Amendment #2 will not result in an increase in the total project budget.

University Hospitals and Clinics--Pharmacy Storage,  
Processing and Office Support Facility  
A and J Associates, Iowa City, Iowa

Amendment #2 \$6,010

University officials requested approval of Amendment #2 to the agreement in the amount of \$6,010. Amendment #2 will provide compensation for additional design services which were not included in the original agreement. The services will provide for a modified vault, walk-in cooler, sprinklers and mechanical/electrical head-end equipment.

Amendment #2 will not result in an increase in the total project budget.

Phillips Hall—HVAC Renovation, Phase 2—Provide Service,  
Floors 2 and 3 \$4,795  
ZBA, Inc., Iowa City, Iowa

Biological Sciences Renovation/Replacement—Site Utilities \$3,800  
Shive-Hattery, Iowa City, Iowa

#### CONSTRUCTION CONTRACTS

Medical Laboratories—Replace Windows—Phase I \$367,800.00  
Award to: PCM Midwest, Cedar Rapids, Iowa  
(7 bids received)

Kinnick Stadium Masonry Restoration \$274,851.00  
Award to: Technical Specialty Systems Corporation, Iowa City, Iowa  
(5 bids received)

Currier Residence Hall—Replace Roof \$268,240.00  
Award to: Interstate Roofing and Waterproofing, Onalaska, WI  
(4 bids received)

Institutional Roads—Hawkins Drive South Reconstruction \$141,007.75  
Award to: Metro Pavers, Iowa City, Iowa  
(4 bids received)

## CHANGE ORDERS TO CONSTRUCTION CONTRACTS

Dental Science Building—Remodel Pre-Clinical

Change Order #1 \$315,840

**Teaching Laboratory Complex**

McComas-Lacina Construction Company, Iowa City, Iowa

University officials presented for Board ratification Change Order #1 to the agreement with McComas-Lacina Construction Company. The change order will incorporate Phase 2 of the construction project into the existing construction contract.

In January 1998 the Executive Director awarded the construction contract for Phase 1 of the project to the low bidder, McComas-Lacina Construction Company, for the Base Bid amount of \$935,000. The construction bids also included the Phase 2 work for the project which was packaged as Alternate #1. However, the university requested award of the Phase 1 work only, indicating that it was evaluating the needs of the College of Dentistry relative to Phase 2 of the project. The university also indicated that it would request award of Alternate #1 at a future date if the decision was made to proceed with the Phase 2 work.

The Executive Director awarded Alternate #1 in the amount of \$315,840 to McComas-Lacina Construction Company on March 23, 1998 (the firm was also the low bidder for the alternate). The university now requests ratification of Change Order #1.

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

Change Order #17 \$298,457

Mid-America Construction Company of Iowa, Iowa City, Iowa

University officials presented for Board ratification Change Order #17 to the agreement with Mid-America Construction Company of Iowa. The Change Order was approved by the Executive Director on April 23, 1998, as outlined in the discussion of the revised project budget for the Westlawn—Renovate for Physical Therapy Relocation project.

## ACCEPTANCE OF COMPLETED CONSTRUCTION CONTRACTS

**Bowen Science Building—Anatomy Remodel Room 1-101-1**

Apex Construction Company, Iowa City, Iowa

University Hospitals and Clinics—Development of a Hospital Information System  
Computer Facility

Aanestad Construction, Iowa City, Iowa

Van Allen Hall--Accelerator Tower—Raze Building

Peterson Contractors, Reinbeck, Iowa

**Bowen Science Building—Anatomy Remodel 1-500—Package #4**

Apex Construction Company, Inc., Iowa City, Iowa

**Medical Laboratories—Remodel Rooms 339 and 340A**

Selzer-Werderitsch Construction Company, Iowa City, Iowa

**University Hospitals and Clinics—Boyd Tower Clinical Microbiology Unit Development**

Hillebrand Construction, Davenport, Iowa

**Cambus Maintenance Facility Expansion**  
Merit Construction Company, Cedar Rapids, Iowa

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

**APPROVAL OF LEASES AND AGREEMENTS.** The Board Office recommended the Board approve the leases and agreements, as presented.

University officials requested approval of its tenant property rates for FY 1999 which include rate increases for 34 of the 49 rental units ranging from 2.4 percent to 6.0 percent for most units.

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

- With Centaur Technologies, Inc., for its use of 362 square feet of space at the rate of \$181 per month (\$6 per square foot, \$2,172 per year) for a one-year period;
- With Police Law Institute for its use of 1,504 square feet of space at the rate of \$2,350 per month (\$18.75 per square foot, \$28,200 per year) for a six-month period; and
- With Optimal Electronics Corporation for its use of 297 square feet of space at the rate of \$148.50 per month (\$6 per square foot, \$1,782 per year) for a one-year period.

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

MOTION CARRIED.

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 Wednesday and Thursday, May 20 and 21, 1998.

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

Register of Personnel Changes for March 1998 which included five requests for early retirement.

Presented for the Board's information: TOM BARTON, Director of the Ames Laboratory, will also assume the position of Director of the Institute for Physical Research and Technology (IPRT), effective immediately at an annual salary of \$157,422. The current director of IPRT, JOEL SNOW, will assume responsibility as the Executive Associate Director of the International Institute for Theoretical and Applied Physics (IITAP) and continue as Professor of Electrical and Computer Engineering.

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

**APPROVE A CHANGE IN IOWA STATE UNIVERSITY ACADEMIC ORGANIZATION.** The Board Office recommended the Board approve the proposed reorganization of the Provost's Office at Iowa State University.

Iowa State University officials requested approval of a reorganization of the Provost's Office. The reorganization involves the creation of the position of Vice Provost for Undergraduate Programs. The new position would be responsible for university-level coordination of academic policies, procedures, and programs that contribute to academic excellence at Iowa State University.

This position would report to the Provost and would work closely with the deans and faculties in the seven undergraduate colleges as well as the professional program in Veterinary Medicine. This position will include responsibilities related to undergraduate studies currently being performed by Associate Provost Edwin Lewis who will be retiring in December.

The proposed restructuring of the Associate Provost position will be funded using the budget line supporting the current Associate Provost and salary funds that have supported the activities of other professional staff. To these resources will be added \$60,000 from internal reallocations to completely fund the new position, a half-time Associate Provost, an additional secretary, and some operating funds.

The new position is consistent with Board and university goals for improving undergraduate education.



MOTION: Regent Lande moved to approve the proposed reorganization of the Provost's Office at Iowa State University. Regent Kennedy seconded the motion. MOTION CARRIED UNANIMOUSLY.

**APPROVE THE RESTRUCTURING OF THE COLLEGE OF BUSINESS.** The Board Office recommended the Board approve the restructuring of the College of Business at Iowa State University effective July 1, 1998.

Iowa State University officials requested approval to restructure the College of Business. The restructuring consists of the creation of a new department — *Logistics, Operations, and Management Information Systems*. The new unit is to be created by combining the current Department of Transportation and Logistics with the Management Information Systems and Operations Management sections of the Department of Management. The current college structure consists of five departments including Accounting, Finance, Management, Marketing, and Transportation and Logistics.

The Departments of Accounting, Finance, and Marketing will not be altered by the proposed change. The Department of Management will be decreased substantially in size while its focus with respect to disciplines will be sharpened. The substantive changes are made to the Department of Transportation and Logistics. The newly configured Department of Logistics, Operations, and Management Information Systems has great potential given the synergism of the areas involved and their connections to the strengths of Iowa State University.

The proposed changes associated with this restructuring would take place on July 1, 1998. There are no substantive cost or savings involved in the proposed restructuring.

MOTION: Regent Smith moved to approve the restructuring of the College of Business at Iowa State University effective July 1, 1998. Regent Pellett seconded the motion. MOTION CARRIED UNANIMOUSLY.

**APPROVE NAME CHANGE FOR THE DEPARTMENT OF PHILOSOPHY.** The Board Office recommended the Board refer the request for a name change in the Department of Philosophy at Iowa State University to the Board Office and the Interinstitutional Committee on Educational Coordination for review and recommendation.

Iowa State University officials requested a change in the name of the Department of Philosophy to the Department of Philosophy and Religious Studies. A recent external review of the department recommended the requested change. The change would give greater visibility to the Religious Studies program and recognize it as a distinct discipline. The university has had a program in Religious Studies for many years.

ACTION: This matter was referred by consent.

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

PERMISSION TO PROCEED WITH PROJECT PLANNING

University officials requested permission to proceed with project planning and the architectural selection process to remodel studio space in the Communications Building. The project will include the renovation of approximately 6,000 square feet of space in the two large studios and adjacent control room. The renovated studio space will be used by the Department of Journalism and Mass Communication, Extension Communications, and the Instructional Technology Center. These departments, which rely on studio access to fulfill their missions, have utilized the existing studio space in the Communications Building, under an agreement with Capital Communications which had leased and equipped the space, and in Exhibit Hall. Capital Communications has vacated the studio space in the Communications Building and therefore the space is now available to develop for use by the university departments. Exhibit Hall is scheduled for demolition in August 1999 as it is located on the site for construction of Phase 2 of the Engineering Teaching and Research Complex.

The project will include general, mechanical and electrical renovation to facilitate the installation of new cameras, studio lighting, control room equipment, audio equipment, video formatting machines, and engineering test equipment.

The Communications Building was constructed in 1964 and the existing addition was constructed in 1978 and 1979. Therefore, there are no historical preservation issues associated with this proposed remodeling project.

The preliminary estimate of project costs is approximately \$1,200,000. Project funding will be provided by WOI Endowment funds and general university funds.

## APPROVAL OF PROGRAM STATEMENTS AND DESIGN DOCUMENTS

### State Gymnasium Remodeling

University officials requested approval of the schematic design. The remodeling project, for which the Board approved a project budget of \$1,111,990 in September 1997, will allow all elements of the Department of Recreational Services to be consolidated in the State Gymnasium. The project will develop space to house the outdoor recreational rental operation which will relocate from the Armory. In addition, the project will include remodeling of existing Recreational Services offices and administrative areas and development of a supply office and meeting and storage space for student clubs and the intramural programs.

The west wing of the ground floor will house the recreational rental equipment operation. This area will be modified to accommodate check-out and small equipment storage. Walls will be erected in the central area of this level to house larger equipment. Storage areas will be constructed in this area to house student clubs' equipment which is currently stored at different locations on and off campus.

The first floor of the west wing will be remodeled to house the intramural and student club programs. The remodeling will include elimination of some of the existing office partitions to provide an open office environment which is better suited to the activities of these programs. The installation of new floor coverings and electrical, lighting, and heating, ventilating and air conditioning systems will be included in this area.

The second floor of the west wing (currently unoccupied) will be remodeled to house the Recreational Services administrative offices. Work will include the reconfiguration of some

of the existing offices to make them more usable and efficient. Accessible restroom facilities will also be constructed in this area. The installation of new floor coverings and electrical, lighting, and heating, ventilating and air conditioning systems will be included in this area.

The project will include replacement of the roof on the east and west sections of the building and the installation of roof-mounted air handling units to replace window air conditioners.

An area adjacent to the existing parking lot located southwest of State Gym will be converted to a loading/parking area. All equipment will be transported from the south side of the building to this area. No other exterior work is planned for the building.

The State Gymnasium was constructed from 1911 to 1913. The university reports that the historical significance of the building lies in its exterior, track and court areas, and the ceiling over these areas. These elements will not be addressed in the remodeling project.

#### Communications Building—Remodeling and Addition

University officials requested Board approval of the schematic design. The new and remodeled space will be used by the Instructional Technology Center which will relocate its operations from Pearson and Exhibit Halls. The project, for which the Board approved a budget of \$2,678,067 in September 1997, will allow the Center to gain operational efficiencies by combining its operations at one location. After its relocation to the Communications Building, the Instructional Technology Center will be housed in the same building with the television studio space to be remodeled under the Communications Building—Video Production and Instructional Studios Renovation project.

The remodeling portion of the project will reconfigure approximately 5,000 square feet of space within an 11,000 square foot area to accommodate the various services and functions of the Instructional Technology Center. The project will develop office areas for management and support personnel, support service spaces (conference and break rooms), and workstations for graphics, multimedia, editing and post-production work. Also included will be a client service counter and support area, as well as various storage and service areas. The remainder of the remodeling area will receive minor improvements.

The building addition will house administrative offices as well as conference rooms, restrooms, and a high technology classroom. The one story, 6,850 gross square feet addition will be brick veneer to blend with the existing design and will be constructed to the northeast of the existing building. Construction of a new entrance lobby will provide a main entrance to the building since the original main entrance on the south side of the building no longer serves that function.

The Communications Building was constructed in 1964 and the existing addition was constructed in 1978 and 1979. Therefore, there are no historical preservation issues associated with this proposed remodeling project.

University officials requested approval of the schematic design and authorization to proceed with design development, construction documents and construction.

## PROJECT DESCRIPTIONS AND BUDGETS

Nuclear Reactor Decommissioning

\$1,400,000

## Preliminary Budget

Source of Funds:	
General University Funds	\$ 1,000,000
Federal Funds	400,000
<b>TOTAL</b>	<b><u>\$ 1,400,000</u></b>

University officials requested approval of a project description and budget in the amount of \$1,400,000 to decommission the nuclear reactor that once served the Nuclear Engineering program. This program was merged into the Mechanical Engineering Department in 1992 and the undergraduate program in Nuclear Engineering has been eliminated. The university's remaining research activities do not require an operating reactor.

The university indicated its intent to decommission the reactor in July 1996 when it received Board approval to discontinue the Master of Science and Ph.D. programs in Nuclear Engineering. The university now plans to begin the decommissioning process for removal of the reactor to avoid continuing maintenance costs, including those associated with regulatory requirements. This low level reactor is similar to others around the country being decommissioned. The decommissioning process is governed by the Nuclear Regulatory Commission and will take several years to complete.

Due to the complexity of the regulatory process, federal oversight and potential support, the specific costs and amount of time needed for the decommissioning are difficult to estimate. However, the university currently estimates the cost at approximately \$1,400,000 based on similar projects on other campuses. The project will likely extend over at least a five year period.

This first phase of the project will involve selection of a specialized contractor to complete a site characterization (to determine the amount of radioactive materials on site), develop a decommissioning plan, and submit the plan to the Nuclear Regulatory Commission for approval. It is estimated that this first phase will cost \$150,000 and require up to two years for review and approval by the Nuclear Regulatory Commission.

It is anticipated that the project will be financed from possible federal support and a combination of university resources. The university has indicated that the \$400,000 estimate of federal funding is very preliminary and is based on current levels of federal funding. The estimate was developed in consultation with other universities which have decommissioned nuclear reactors and an Iowa State University faculty member who serves on a federal advisory committee for decommissioning projects. Since the decommissioning process will span over a period of several years it is possible that federal support for such projects will increase and therefore additional funds may be available when the university is ready to remove the reactor. The university has indicated that it will pursue the maximum amount of federal funds available for the project once the decommissioning plan is complete. The university funds for the project will be provided from savings associated with the elimination of the Nuclear Engineering Program, as well as other university reallocations.

## Preliminary Budget

Construction Costs	\$ 571,170
Professional Fees	93,646
Utility Extensions	15,502
Relocation	1,377
Project Reserve	75,745
<b>TOTAL</b>	<b><u>\$ 757,440</u></b>
Source of Funds:	
General University Funds	\$ 328,000
Special Purpose Appropriations	65,785
Unrestricted Grant Funds	25,000
Ag Experiment Station	30,000
ISU Foundation (Carver Trust)	308,655
<b>TOTAL</b>	<b><u>\$ 757,440</u></b>

University officials requested approval of a project description and budget in the amount of \$757,440 to complete approximately 4,000 square feet of unfinished space in the lower level of the Molecular Biology Building. This space was planned for future expansion of the university's research efforts during the design of the Molecular Biology Building.

The space will be developed to house a new center which will establish a cross-disciplinary enterprise to meld the university's strengths in its life and physical sciences programs. The space will provide for the evolution of the existing Laboratory for Cellular Signaling and the Microanalytical Instrumentation Center into a world class research center. The area will house a biological scanning probe and laser-based microscopy center. The objective of the new center is to become an international resource for research, education and service and to develop microscopy instrumentation for the next century. The university's proposal for the new center will be submitted to the Board at a future date for appropriate action.

Utilities—1998 Steam System Repairs

\$400,000

Source of Funds: Utility Repairs

Preliminary Budget

Construction Costs	\$ 227,000
Professional Fees	38,000
Utility Extensions	19,000
Project Reserve	116,000
TOTAL	<u>\$ 400,000</u>

University officials requested approval of a project description and budget in the amount of \$400,000 to provide various repairs to the university's steam distribution system. The system consists of more than four miles of steam tunnels which were installed over a period of time beginning at the turn of the century and continuing to the present. Deterioration of steam tunnel components has occurred over many years due to water infiltration, elevated temperatures, and high humidity. Many components have exceeded their useful lives and do not meet current standards. These components include pipes, pipe supports and anchors, insulation, and employee accesses.

This project will address a prioritized list of needs which includes asbestos removal and piping modifications. This project is a continuation of previously approved projects that will continue in future years as funds are available.

Lakeside Laboratory—Water Quality Laboratory  
Source of Funds: Friends of Lakeside Laboratory

Sept. 1997 Budget \$800,000  
May 1998 Budget \$819,665

Project Budget

	Revised Budget Sept. 1997	Revised Budget May 1998
Construction Costs	\$ 561,800	\$ 609,745
Professional Fees	75,775	75,775
Fixed Equipment	10,000	44,970
Movable Equipment	63,450	28,480
Utility Extension	18,000	18,000
Project Reserve	70,975	42,695
TOTAL	<u>\$ 800,000</u>	<u>\$ 819,665</u>

University officials requested approval of a revised project budget in the amount of \$819,665, an increase of \$19,665, which reflects an increase in the project scope. The project will now include the installation of an aquarium in the atrium of the facility. The additional funds for the project will be provided by the Friends of Lakeside Laboratory.

Bessey Hall—Richard W. Pohl Conservatory--Renovation

May 1997 Budget \$700,000

May 1998 Budget \$745,500

Project Budget

	Amended Budget May 1997	Revised Budget May 1998
Construction Costs	\$ 619,500	\$ 581,686
Professional Fees	48,000	94,886
Fixed Equipment	0	5,900
Movable Equipment	0	3,795
Project Reserve	32,500	59,233
<b>TOTAL</b>	<b><u>\$ 700,000</u></b>	<b><u>\$ 745,500</u></b>
Source of Funds:		
National Science Foundation	\$ 350,000	\$ 350,000
Facilities Overhead Use Allowance	290,000	270,000
General University Funds	40,000	96,500
Ag Experiment Station	20,000	29,000
	<b><u>\$ 700,000</u></b>	<b><u>\$ 745,500</u></b>

University officials requested approval of a revised project budget in the amount of \$745,500, an increase of \$45,500, to reflect an increase in the project scope. The project will now provide heating and cooling to the west cooling tower greenhouse.

The revised budget reflects a decrease in construction costs with an increase in professional fees. The latter category includes university design, Environmental Health and Safety, and construction management services. The university reports the increase in professional fees reflects additional asbestos removal services and design services for bidding the project in three separate phases. The total of construction costs and professional fees in both the current and proposed budgets are comparable (\$667,500 and \$676,572, respectively), although the scope of work has been increased.



Ag Engineering Shed Renovation

May 1997 Budget \$85,000

May 1998 Budget \$300,000

Project Budget

	Revised Budget May 1997	Revised Budget May 1998
Construction Costs	\$ 68,830	\$ 231,800
Professional Fees	9,566	37,480
Project Reserve	6,604	30,720
TOTAL	<u>\$ 85,000</u>	<u>\$ 300,000</u>
Source of Funds:		
Ag Experiment Station	\$ 82,711	\$ 297,711
General University Funds	2,289	2,289
	<u>\$ 85,000</u>	<u>\$ 300,000</u>

University officials requested approval of a revised project budget in the amount of \$300,000, an increase of \$215,000. The revised budget includes the renovation of an additional 2,100 square feet of space for a total of 4,350 square feet in six of the building's seven bays.

The Agriculture and Biosystems Engineering Department has determined that the development of additional space in the Ag Engineering Shed rather than Davidson Hall will better meet the programmatic requirements of the department. The space will be developed to provide classrooms and to house the power machinery laboratory which requires adequate space for the study and repair of large farm implements. The location of the laboratory in the Ag Engineering Shed adjacent to the department's existing facilities in Davidson Hall is highly desirable. No other suitable alternatives are currently available on campus.

With the development of classroom and laboratory space the project will include the construction of restrooms and the installation of fire and heat detection systems as required by code.

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

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ARCHITECT/ENGINEER AGREEMENTS

Communications Building—Remodeling and Addition  
Savage-Ver Ploeg and Associates, West Des Moines, Iowa

\$192,500

University officials requested approval to enter into an agreement with Savage-Ver Ploeg and Associates to provide architectural and engineering services from design development through construction.

The agreement provides for a maximum amount of \$192,500, including reimbursables.

Amendments:

Biomass Energy Conversion Facility Amendment #1 \$32,000  
Foth and Van Dyke and Associates, Des Moines, Iowa

University officials requested approval of Amendment #1 in the amount of \$32,000 to the agreement with Foth and Van Dike and Associates. The amendment will provide additional services to re-design the facility for the Nevada site. The scope of the project has changed to include two separate buildings, a 12,000 square foot High Bay research building and a 4,400 square foot office building. The original design for the Agronomy Farm site consisted of a single building.

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

Utilities—Heating Plant—Cooling Tower 1 and 2 Amendment #1 \$21,840  
Replacement  
Farris Engineering, West Des Moines, Iowa

University officials requested approval of Amendment #1 in the amount of \$21,840 to the agreement with Farris Engineering. The amendment will provide additional design

services for the expanded project scope which now includes replacement of a total of four cooling tower cells.

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

#### CONSTRUCTION CONTRACTS

Veterinary Medical Research Institute (VMRI)—Utility Extensions \$151,640.00

Award to: Meisner Electric, Newton, Iowa  
(4 bids received)

Telecommunications—Outside Plant System Upgrade—Phase 2A \$1,304,802.00

Award to: Murphy Brothers, East Moline, IL  
(5 bids received)

Lied Recreation/Athletic Center—Replace Carpet \$222,587.05

Award to: Kiefer Specialty Flooring, Zion, IL  
(1 bid received)

#### ACCEPTANCE OF COMPLETED CONSTRUCTION CONTRACTS

Iowa State Center Steam Line Loop

ACI Mechanical, Ames, Iowa

#### FINAL REPORTS

C. Y. Stephens Auditorium—Orchestra Lift Repairs \$252,075.19

MOTION: Regent Arenson moved to approve the Register of Capital Improvement Business Transactions for Iowa State University. Regent Ahrens seconded the motion. MOTION CARRIED UNANIMOUSLY.

**APPROVAL OF LEASES AND AGREEMENTS.** The Board Office recommended the Board approve the leases and agreements, as presented.

University officials requested approval to renew its Memorial Union Memorandums of Agreement for FY 1999 with the Iowa State University Book Store, the Administrative Data Processing Department, and the University Copy Center.

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

MOTION CARRIED.

**TRAFFIC AND PARKING RATES FOR 1998-99.** The Board Office recommended the Board give final approval to proposed parking rate increases of approximately 4.0 percent for general and reserved parking for FY 1999 at Iowa State University as identified below.

In accordance with Board policy, any changes to traffic and parking regulations at the institutions are presented to the Board for approval. At its April meeting, the Board gave preliminary approval to the proposed FY 1999 parking rate increase at Iowa State University. The proposed rate increases are unchanged from those presented in April.

The Iowa State University parking system is a self-supporting operation, including maintenance and capital improvements on its facilities. Iowa State University proposes an increase in parking rates for 1998-99 of approximately 4.0 percent, with percentage increases of 3.8 percent for general and reserved parking.

ISU PROPOSED PARKING PERMIT RATES  
(Annual Rate Basis)

	<u>Current FY 98</u>	<u>Proposed FY 99</u>	<u>Percent Increase</u>
24-hour Reserved	\$520	\$540	3.8%
Reserved	260	270	3.8%
General	52	54	3.8%
Motorcycle (staff)	16	17	6.3%
Department	208	216	3.8%
Vendor	78	81	3.8%
Student Commuter	37	38	2.7%
Stadium	34	35	2.9%
Residence	34	35	2.9%
University Student Apartment			
Community-2nd Car	42	44	4.8%
Student Government	34	35	2.9%
Motorcycle (student)	16	17	6.3%
Student Handicap	37	38	2.7%

The proposed rates require statutory notice to students and a waiting period of 30 days before final approval. The Iowa State University student government president received notification of the parking fee increases on April 6, 1998.

**MOTION:**

Regent Lande moved to give final approval to proposed parking rate increases of approximately 4.0 percent for general and reserved parking for FY 1999 at Iowa State University, as presented. 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 Iowa State University. There were none.

## UNIVERSITY OF NORTHERN IOWA

The following business pertaining to the University of Northern Iowa was transacted on Wednesday and Thursday, May 20 and 21, 1998.

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

Register of Personnel Changes for March and April 1998.

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

President Koob presented the following supplemental docket item:

Appointment of Aaron M. Podolefsky as Interim Provost and Vice President of Academic Affairs, effective May 18 and until a permanent appointment has been made, at a salary rate of \$133,000.

Appointment of James G. Chadney as Interim Dean of the College of Social and Behavioral Sciences during the period the current Dean serves as Interim Provost, effective May 18, at a salary rate of \$100,000.00.

**MOTION:** Regent Arenson moved to approve the appointments of Aaron M. Podolefsky as Interim Provost and Vice President of Academic Affairs, effective May 18 and until a permanent appointment has been made, at a salary rate of \$133,000, and James G. Chadney as Interim Dean of the College of Social and Behavioral Sciences during the period the current Dean serves as Interim Provost, effective May 18, at a salary rate of \$100,000.00. Regent Kennedy seconded the motion. **MOTION CARRIED UNANIMOUSLY.**

**UNIVERSITY CALENDAR HOLIDAYS FOR 2000.** The Board Office recommended the Board approve proposed holidays for calendar year 2000 as follows:

(New Year's Day will be celebrated on Friday, December 31, 1999)

January 17	Martin Luther King's Birthday
May 29	Memorial Day
July 4	Independence Day
September 4	Labor Day
November 23	Thanksgiving Day
November 24	Friday after Thanksgiving



Source of Funds: Building Repair Funds

**Preliminary Budget**

Contracts/Purchase Orders	\$ 434,000
Consultant/Design Services	49,000
Contingencies	<u>37,000</u>
TOTAL	<u>\$ 520,000</u>

University officials requested approval of a project description and budget in the amount of \$520,000 to provide building envelope improvements for Baker Hall. The project will include replacement of the roof and windows and repair of the exterior wall for the west wing of the building. In addition, the project will include replacement of the roof for the south wing.

Student Services Center—Building Envelope \$400,000  
Source of Funds: Building Repair Funds

**Preliminary Budget**

Contracts/Purchase Orders	\$ 333,000
Consultant/Design Services	34,000
Contingencies	<u>33,000</u>
TOTAL	<u>\$ 400,000</u>

University officials requested approval of a project description and budget in the amount of \$400,000 to provide building envelope improvements to the Student Services Center. The project will include cleaning, tuckpointing and sealing of the exterior masonry walls, and repair work for the roof, dormers and south porch.

\* \* \* \* \*

University officials presented four 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. Also included for Board approval is the following project at the President's Residence.

President's Residence—Accessibility Compliance \$60,000  
Source of Funds: Building Repair Funds

**Preliminary Budget**

Contracts/Purchase Orders	\$ 50,000
Consultant/Design Services	5,000
Contingencies	<u>5,000</u>
TOTAL	<u>\$ 60,000</u>



University officials requested approval of a project description and budget in the amount of \$60,000 to provide accessibility improvements at the President's Residence. The project will include construction of an exterior ramp which will provide access to the front porch and the entrance. The ramp will be landscaped to make it aesthetically pleasing and unobtrusive. In addition, the project will provide accessibility improvements for the ground floor restroom by enlarging the area, creating an accessible doorway and relocating fixtures. The project will include general, mechanical and electrical work.

## ARCHITECT/ENGINEER AGREEMENTS

### Baker Hall—Building Envelope

University officials requested approval to enter into the following agreements to provide design services for the two components of the project.

Baker Hall—Building Envelope (Windows and Walls) \$38,000  
Wehner Pattschull and Pfiffner, Iowa City, Iowa

University officials requested approval to enter into an agreement with Wehner Pattschull and Pfiffner to provide architectural services, including construction coordination, for the windows and walls component of the project.

The agreement provides for a fee of \$38,000, including reimbursables.

Baker Hall—Building Envelope (Roofing) \$15,125  
Van Winkle-Jacob Engineering, Coralville, Iowa

University officials requested approval to enter into an agreement with Van Winkle-Jacob Engineering to provide engineering services, including construction coordination and periodic construction observation, for the roofing component of the project.

The agreement provides for a fee of \$15,125, including reimbursables.

Student Services Center—Building Envelope \$34,000  
Howard R. Green Company, Cedar Rapids, Iowa

University officials requested approval to enter into an agreement with Howard R. Green Company to provide design services for the project. The agreement will include construction coordination and periodic construction observation services.

The agreement provides for a fee of \$34,000, including reimbursables.

Amendments:

Lang Hall Renovation

Amendment #1 \$29,700

InVision Architecture, Waterloo, Iowa

University officials requested approval of Amendment #1 in the amount of \$29,700 to the agreement with InVision Architecture. The amendment will provide compensation for the additional design services resulting from the increase in the project scope.

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

ACCEPTANCE OF COMPLETED CONSTRUCTION CONTRACTS

Residence Facility—Apartments and Suites—

\$35,670

Air Circulation Modifications

Young Plumbing and Heating Company, Waterloo, Iowa

MOTION:

Regent Arenson moved to approve the university's capital register, as presented. Regent Smith seconded the motion. MOTION CARRIED UNANIMOUSLY.

**FINAL 1998-99 MOTOR VEHICLE AND BICYCLE REGULATIONS.** The Board Office recommended the Board give final approval to proposed parking permit rate increases for FY 1999 at the University of Northern Iowa, as set forth below.

In accordance with Board policy, any changes to traffic and parking regulations at the institutions are presented to the Board for approval. At its April meeting, the Board gave preliminary approval to the proposed FY 1999 parking permit rate increases at the University of Northern Iowa. The proposed rate increases are unchanged from those presented in April.

The University of Northern Iowa parking system is a self-supporting operation, including maintenance and capital improvements on its facilities. The University of Northern Iowa proposes the following increases in parking permit rates for 1998-99 to cover repairs and maintenance, specifically snow removal, and to support the reconstruction of the North Dome lot and expansion of the South Dome B lot.

UNI PROPOSED PARKING PERMIT RATES  
(Annual Rate Basis)

	Current FY 98	Proposed FY 99	Percent Increase
G - Reserved	\$137.00	\$147.00	7.3%
A - Faculty/Staff	78.00	80.25	2.9%
Ag - Grad Assistant	58.00	Eliminated	
B - F/S & Commuters	48.00	49.50	3.1%
G - Residence	33.00	33.00	0.0%
M - Married Student Housing	33.00	33.00	0.0%
Additional "M"	16.50	17.00	3.0%
R - Night/Remote	12.00	15.00	25.0%
L - Lab School (B)	19.00	20.00	5.3%
Motorcycle	16.00	17.00	6.3%
T - Temporary	4.00	4.00	0.0%

The proposed rate increases require statutory notice to students and a waiting period of 30 days before final approval. The University of Northern Iowa student government president received notification of the parking permit fee increases on April 6, 1998.

**MOTION:** Regent Arenson moved to give final approval to proposed parking permit rate increases for FY 1999 at the University of Northern Iowa, as presented. Regent Pellett seconded the motion. **MOTION CARRIED UNANIMOUSLY.**

**APPROVAL OF LEASES AND AGREEMENTS.** The Board Office recommended the Board approve leases and agreements, as presented.

University officials requested approval to renew its lease as lessee with the City of Waverly, Iowa, for the university's use of 20,000 square feet of industrial, classroom and office space for the Ag-Based Industrial Lubricants Research Program at the rate of \$1,360 per month (\$0.82 per square foot, \$16,320 per year) for a 34-month period.

University officials requested approval to renew its leases as lessor with Tau Kappa Epsilon fraternity and Gamma Phi Beta sorority for their use of university-owned residences at the rate of \$870 per month (\$10,440 per year) for a five-year period.

University officials requested approval of faculty and staff housing rental rate increases of 3.0 percent to \$520 per month for FY 1999 for properties located at 3214 Hudson Road and 8712 University Avenue, Cedar Falls.

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

**MOTION CARRIED.**

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 the Iowa School for the Deaf was transacted on Wednesday and Thursday, May 20 and 21, 1998.

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

- a) Register of Personnel Changes for April 1998.
- b) The register included the following actions:
  - (1) Termination: Phyllis Fleharty, Director of Human Resources, effective April 18, 1998.
  - (2) Reassignment: DEBORAH LE HEUP as Acting, Director of Human Resources, effective April 2, 1998.

Approve the extension of the Retirement Incentive Program application period through September 30, 1998. Retirements under the program to be effective on or before May 31, 1999, with no more than 8 participants.

**MOTION:** Regent Arenson moved to approve the personnel transactions, as presented. Regent Smith seconded the motion. MOTION CARRIED UNANIMOUSLY.

**HALL OF FAME POLICY.** The Board Office recommended the Board approve the revised Hall of Fame policy for the Iowa School for the Deaf.

The Iowa School for the Deaf Hall of Fame honors individuals who have outstanding personal achievements within the deaf community. Over the years, a number of individuals have been nominated to the Hall of Fame who have had no relationship with the school. Since this is the Iowa School for the Deaf Hall of Fame, the policy regarding the Hall of Fame was revised to ensure that individuals honored will have some relationship to the school. The policy ensures that the service of the school's alumni continues beyond the years the individual was in school. The policy makes clear that this is not an athletic hall of fame. The policy allows the institution to announce the inductees earlier than Homecoming when inductees are honored.

**MOTION:** Regent Arenson moved to approve the revised Hall of Fame policy for the Iowa School for the Deaf. Regent Ahrens seconded the motion. MOTION CARRIED UNANIMOUSLY.

**APPROVAL OF LEASES.** The Board Office recommended the Board approve leases, as presented.

School officials requested approval of FY 1999 tenant property rental rates for faculty and staff residences (single family houses and apartments) and garages, reflecting increases of 4.6 percent and 4.2 percent, respectively, with no increase in the rental rate for the garages.

School officials requested approval to renew its lease as lessor with Children's Choice Country for its use of 2,889 square feet of space for a day care center in the Infirmary Building on the Iowa School for the Deaf campus at the rate of \$1,300 per month (\$5.40 per square foot, \$15,600 per year) for a one-year period.

School officials requested approval to renew its lease as lessor with Lutheran Family Service of Iowa for its use of 850 square feet of space for a family counseling center in the Infirmary Building on the Iowa School for the Deaf campus at the rate of \$850 per month (\$12 per square foot, \$10,200 per year) for a one-year period.

School officials requested approval to renew its lease as lessor with the West Pottawattamie County Extension District for its use of 3,000 square feet of space in the Careers Building on the Iowa School for the Deaf campus for a three-year period at the rate of \$1,250 per month (\$5.00 per square foot, \$15,000 per year) for FY 1999, increasing to \$1,375 per month (\$5.50 per square foot, \$16,500 per year) for FY 2000, and increasing to \$1,500 per month (\$6 per square foot, \$18,000 per year) for FY 2001.

School officials requested approval to renew its lease as lessor with the Iowa Association of the Deaf for its use of 1,120 square feet of space of space, in return for providing various in-kind services to the school, for a one-year period.

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

MOTION CARRIED.

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 Wednesday and Thursday, May 20 and 21, 1998.

Superintendent Thurman welcomed the Regents to Iowa Braille and Sight Saving School. He noted that they were meeting in one of the oldest buildings in the state of Iowa. The front part of the building was built in 1862.

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

Register of Personnel Changes for the period February 22 through April 18, 1998.

**MOTION:** Regent Arenson moved to ratify personnel transactions, as presented. Regent Smith seconded the motion. MOTION CARRIED UNANIMOUSLY.

**SCHOOL CALENDAR, 1998-1999 SCHOOL YEAR.** The Board Office recommended the Board approve the proposed school calendar and holiday calendar for students, faculty, and staff at Iowa Braille and Sight Saving School.

Iowa Braille and Sight Saving School officials proposed to begin its instructional year on August 24, 1998, and to conclude on May 28, 1999. The calendar includes the 180 state mandated instructional days for students and 189 days for faculty (one additional day for new faculty). This calendar makes allowance for 4 snow make-up days if they are needed.

The school calendar is mostly aligned with the Vinton-Shellsburg Community School District where it makes possible for many Iowa Braille and Sight Saving School students to take classes.

The holidays designated by the school are in accord with contracts for school employees.

**ACTION:** The proposed school calendar and holiday calendar for students, faculty, and staff at Iowa Braille and Sight Saving School was approved, by consent.

**IOWA BRAILLE AND SIGHT SAVING SCHOOL STRATEGIC PLAN, 1998-2002.** The Board Office recommended the Board (1) receive the report of Iowa Braille and Sight Saving School on its strategic planning progress during 1998-2002 and (2) give preliminary approval to the school's strategic planning goals and major initiatives for 1998-2000.

The key result areas included in the Iowa Braille and Sight Saving School plan are education, diversity, and finances.

Key Result Area 1: Education - In partnership with agencies, families, and communities, we will provide leadership in the education of all of Iowa's students who are blind or visually impaired through exemplary support and services. The identified focus areas include Daily Living Skills, Comprehensive Assessment, Current and Accessible Technology, Individualized Instruction through the Adapted Curriculum, Realistic Work Experiences, Social and Socialization Skills, and Recreation/Leisure Skills.

Key Result Area 2: Diversity - Establish policies to encourage continuous improvement of the climate for diversity and ensure equal educational and employment opportunities.

Key Result Area 3: Finances - Meet the objectives of the Board and the Iowa Braille School's strategic plans and provide effective stewardship of the school's state, federal, and private resources.

The Iowa Braille and Sight Saving School strategic plan is consistent with the Board of Regents' plan and specifically addresses the Board's KRAs related to quality, diversity, and accountability.

The following table provides a capsule summary of Iowa Braille and Sight Saving School's key result areas and initiatives for 1998-2002.



<b>KRA 1: EDUCATION</b>	
<i>Initiative: Focusing Service</i>	<i>Target</i>
Focus on the Residential Option	<ul style="list-style-type: none"> <li>-100% of the steps in the Strategic Plan, Action Step 1.1.1.1 will be accomplished by January 30, 1999.</li> <li>-100% of the school's administration will realign staff assignments to meet the needs of the focused residential placement option by March 30, 1999.</li> <li>-100% of students admitted after September 1, 1999 will be enrolled in a short term placement program with IEPs clearly reflecting three goals apparent from the extended core curriculum.</li> <li>-The Superintendent will work cooperatively with the AEAs and LEAs to encourage the IEPs remain the responsibility of the LEA.</li> </ul>
Target Summer Programs	<ul style="list-style-type: none"> <li>-Sixty students will receive instruction on the campus of IBSSS during the summer 1999.</li> <li>-Seventy-five students will receive instruction on the campus of IBSSS during the summer 2000.</li> <li>-Ninety students will receive instruction on the campus of IBSSS during the summers 2001 and 2002.</li> </ul>
Provide Parent and Professional Development	<ul style="list-style-type: none"> <li>-Twelve teachers will successfully complete the first cycle of six courses by September 1998.</li> <li>-A minimum of ten teachers or other professionals will complete all subsequent cycles.</li> <li>-Each program and workshop developed will be attended by a minimum of twelve participants, exclusive of staff from IBSSS.</li> </ul>

<i>Initiative: Outcomes Accreditation</i>	
Continue to seek Outcomes Accreditation (OA) status	<ul style="list-style-type: none"> <li>-100% of the IBSSS staff had the Student Profile available for review by December 1, 1997.</li> <li>-100% of IBS staff had access to the Comprehensive School Improvement Plan by March 1, 1998.</li> <li>-Review was completed by April 1 and the final report received and distributed to 100% of the IBSSS staff by April 20, 1998.</li> <li>-1998-99 - Each semester the OA Steering Committee will document the work of the Target Area Committees toward 100% of the goals identified in the Comprehensive School Improvement Plan.</li> <li>-The review will be completed by April 1, 1999 and the final report received and distributed to 100% of the IBS staff by May 1, 1999.</li> <li>-100% of the IBSSS staff will have been asked to identify and prioritize new target areas and the target areas will be established.</li> <li>-IBSSS is accredited by the North Central Association in Outcomes Accreditation.</li> <li>-100% of the Target Area Committees will have an action plan by April 1, 2000.</li> <li>-80% of the interventions from the 1998 Comprehensive School Improvement Plan are being continued.</li> <li>-100% of the actions plans will be revised as needed for improved student success.</li> <li>-The review will be completed by April 1, 2002 and the final report received and distributed to 100% of the IBSSS staff by May 1, 2002.</li> </ul>

<i>Initiative: Targeting Technology</i>	
Student Access to Technology	<ul style="list-style-type: none"> <li>-By August 30, 1997, 75% of the computer equipment for the Model Classrooms will be available.</li> <li>-By the end of the 97/98 school year, 80% of the computer equipment will be available.</li> <li>-By the end of the 98/99 school year all of the equipment listed will be available in each classroom.</li> <li>-By August 30, 1997, 100% of the technology stations will be available in the dormitories.</li> <li>-The center will be available for scheduling for student use on a daily basis beginning with the 97/98 school year.</li> <li>-Annually 100% of the equipment used by students will be evaluated for upgrades and replacements in accordance with IBSSS' hardware standards.</li> <li>-ICN Classroom and/or portable ICN cart will be used as a standard method of relaying and receiving information by 75% of the school's departments by the end of the 96/97 school year.</li> <li>-100% of IBSSS' departments will have integrated the use of the ICN classroom and/or portable ICN cart by the end of the 97/98 school year.</li> </ul>
Learning and Curriculum	<ul style="list-style-type: none"> <li>-By end of 97/98 school year, each student's IEP will include an evaluation of the student's technology needs and achievements.</li> </ul>
Training and Development	<ul style="list-style-type: none"> <li><u>-Phase I.</u> By the end of 97/98 school year, 70% IBSSS staff will have completed technology coursework.</li> <li><u>-Phase II.</u> By the end of the 98/99 school year, 40% IBSSS staff will have completed individualized course work.</li> </ul>
Assistive Device Training Center	<ul style="list-style-type: none"> <li>-Training will be offered by IBSSS Outreach Services, using the Assistive Device Training Center, to a minimum of ten public school technology teams and educators per year from 1997-2000.</li> </ul>
Software	<ul style="list-style-type: none"> <li>-By the end of the 97/98 school year, a software policy will be in place. Draft policy is written, but not yet implemented.</li> <li>-Software data base is currently in use and will be available for review throughout the life of the Technology Plan.</li> <li>-By the end of the 97/98 school year, the software review instrument will be developed and implemented.</li> </ul>

<b>KRA 2: DIVERSITY</b>	
<i>Initiative: Reaffirm IBSSS' commitment to ensuring continuous improvement of the climate for diversity and ensure equal educational and employment opportunities.</i>	<i>Target</i>
Review of Policies	-Report to Board by April 1,1998
Modification and Implementation of Policies/Procedures	-Yearly/October 30
Supporting and Encouraging Diversity	-By May 30, 1999 - 100% of all project team programs and services will include a diversity statement in the written program proposals and descriptions. -100% of all employment materials will continue to include appropriate statements and practices regarding equal opportunity, affirmative action employment practices.
<b>KRA 3: FINANCES</b>	
<i>Initiative: Obtain and maintain annual budgets sufficient to support IBSSS' strategic plan and initiatives.</i>	<i>Target</i>
Use of Financial Resources	-Annual Fiscal Report will include 100% of actual performance compared to budgeted intent.. -Annual budgets will reflect participation in Regent and/or statewide initiatives. -Budget will demonstrate annually a reallocation average of 2% general funds.
Seeking Financial Support	-Budget request will be completed annually, per the State Board of Regents annual time table, sufficient to carry out the needs of the school's mission and strategic plan.

It was recommended that the Board give preliminary approval to Iowa Braille and Sight Saving School's strategic planning goals and major initiatives for 1998-2000 with the understanding that they will be presented to the Board for final review and approval at its next meeting.

Superintendent Thurman stated that the Iowa Braille and Sight Saving School strategic plan was created with contributions from a wide range of constituents. The plan calls for very broad participation. It was to be a conceptual plan, brief and to the point. He focused his discussion on KRA 1 and its three strategies of technology, outcomes and focusing services. Much has been done in the area of technology in the past 12 months. There is a house Internet system that houses the school's major documents.

The Regents toured technology program areas of the school. The first student (Tim) demonstrated Intelli-keys which is software that allows teachers to devise learning activities which are appropriate for the student's level. Tim also demonstrated the Talk Back 3 which records sound that is digitized and synthesized.

The Regents were informed that the focus of education for some students is on functional life skills. The tactile symbols program is systematic throughout the school. A volunteer helped to create several complete sets. The dormitory is set up with the same tactile symbols.

In the computer laboratory the second student, Brandon, explained Web Speak which is a text version of the Internet. A third student, Janet, demonstrated how she can get onto the school's network, pull up the daily bulletin and print it in Braille. A fourth student, Jenny, used the Intelli-talk program on a Macintosh computer.

Mr. Brennan stated that Iowa Braille and Sight Saving School is the only Braille school in the nation that is offering these types of technology programs to students.

Regent Pellett asked how long the school had been utilizing the technology programs. Mr. Brennan responded that much of the technology had been acquired this year.

Regent Pellett asked if the funds were provided as part of a special legislative appropriation. Superintendent Thurman responded that \$60,000 was provided by appropriation. Another \$180,000 was provided from foundation funds. With reallocation, the total investment by the school in technology will total \$350,000 over a 3-year period. There is network access to every classroom, every dormitory area, and all offices. He said that Iowa Braille and Sight Saving School is way ahead of any other Braille school in the country in the area of technology. The Perkins School in Boston which Helen Keller attended and which has a large endowment does not have a computer laboratory.

Director Barak noted that the amount invested in technology at Iowa Braille and Sight Saving School is higher than the amount invested by a number of school districts in the state which are hooked up to the Iowa Communications Network.

Superintendent Thurman discussed the partnership developed between the Iowa Braille and Sight Saving School and the University of Alabama at Birmingham.

The Regents returned to the Board meeting room.

Superintendent Thurman introduced Dotta Haffman who discussed the process that school officials are undergoing to obtain outcomes accreditation. Ms. Haffman explained where the school is at in the accreditation process with the North Central Association as well as with the outcomes emphasis.

Regent Lande asked if many people move to the area because of the school. Ms. Haffman responded that it happens but not often. She said the parent member of the school's steering committee chose to come to Iowa because they had visited the school. They live in Vinton.

Superintendent Thurman stated that outcomes assessment is an ongoing process of success and getting better at what you do. Accreditation visits take place every 2 to 3 years. He said the outcomes accreditation process fits like a glove with what school officials are doing with reorganization and focusing.

The following day, Superintendent Thurman continued the presentation on the school's strategic plan, in conjunction with the report on the preliminary general fund operating budget for fiscal year 1999.

Superintendent Thurman stated that mainstreaming results in declining enrollments on campus, which is true at all schools for the blind. Iowa Braille and Sight Saving School's rural location limits on-campus day program enrollments. He noted that IBSSS performs less of a social welfare function than do similar schools in other states. The 500+ visually impaired students enrolled in local schools in Iowa need the support and expertise of Iowa Braille and Sight Saving School. He said the school enjoys excellent support from its Board and its constituencies. Recommendations from AEA special education directors were that the school provide year-round schooling, provide professional development, advocate for a special school option, further outreach efforts and develop a broad network of support and collaboration. The constituency focus group provided recommendations for: 1) daily living skills, 2) assessment,

3) technology, 4) adapted curriculum, 5) work experience, 6) socialization, and 7) recreation/leisure. The Bureau of Children, Family and Community Services recommended that the school continue its collaborative efforts.

Superintendent Thurman described the three project teams, noting that they were not administrative structures and do not replace educational or outreach programs. He said the teams develop projects that will change the structure of the school. He noted that faculty were asked to change workloads starting next year, which is a very substantial change for 40 percent of the school's faculty. Everyone who was asked to change their contract willingly did so.

Superintendent Thurman stated that every placement at Iowa Braille and Sight Saving School will be a short-term placement. Summer programs will be targeted. Parent and professional development will be provided.

With regard to what the future will look like, Superintendent Thurman said the emphasis will be on services not places. School year becomes much less meaningful than the calendar year. The school's role will be as a specialist. It will not be an alternative but rather will provide what is missing. The budget request for next year includes a 12 percent reallocation of funds; school officials have not requested any funding to begin implementation of the new strategic plan. He was not sure what would be requested in the future.

Regent Pellett noted that Superintendent Thurman had mentioned that AEAs and local school districts would be responsible for students' IEPs. What was the response of AEAs and local school districts?

Superintendent Thurman responded that AEA representatives said it was an interesting idea. Much more discussion will have to take place. He said it was going to be "slippery" because the laws governing special education are numerous. He believes school officials will have many discussions with the Regents and the Attorney General's Office as they move forward.

President Newlin thanked Superintendent Thurman for the presentation and congratulated him for the efforts in strategic planning and for the work that is going on.

Regent Kennedy expressed her pleasure with the strategic plan, noting that much good thought had gone into it. She said she appreciated the work that Superintendent Thurman and the staff had done. What was being proposed would require a big conversion in the thinking process. She asked if school officials run into obstacles, if they do not come together with local officials on IEPs, etc., will there be a transition period where the school will provide some long-term residency options for students?

Superintendent Thurman responded that in dealing with special education students, school officials have to be guided by the IEP. He said the school does not have the autonomy to set a phase-in period. School officials will always leave some room for students' whose lives just become a mess.

Regent Kennedy said she realized that doing so might require the school to operate under two major philosophies, but it may be necessary.

Superintendent Thurman noted that he had anticipated some difficulty in asking teachers to give up their summers. He said he was amazed and overwhelmed by the faculty who volunteered to change their teaching contracts.

Regent Smith stated that the Iowa Braille and Sight Saving School strategic plan appeared to be consistent with the special education philosophy of service versus place. She then commended Superintendent Thurman and the staff for their flexibility, noting that it is difficult to get staff to move to that type of flexibility. Summer vacations are valued by teachers! She said that in building community Superintendent Thurman and his staff had been able to look at what is best for the students.

Superintendent Thurman said that is how people at Iowa Braille and Sight Saving School think.

Regent Kennedy asked that Superintendent Thurman convey the Board's appreciation.

**ACTION:** President Newlin stated the Board, by general consent, (1) received the report of Iowa Braille and Sight Saving School on its strategic planning progress during 1998-2002 and (2) gave preliminary approval to the school's strategic planning goals and major initiatives for 1998-2000.

**EXECUTIVE SESSION.** President Newlin requested that the Board enter into closed session pursuant to the Code of Iowa section 21.5(1)(i) to consider requests from employees whose performance was being considered.

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

**MOTION CARRIED.**

The Board having voted at least two-thirds majority resolved to meet in closed session beginning at 4:43 p.m. and recessed at 5:26 p.m. on May 20, 1998. The Board reconvened in executive session at 12:10 p.m. on May 21, 1998, and adjourned therefrom at 1:11 p.m. on that same date.

**REGISTER OF CAPITAL IMPROVEMENT BUSINESS TRANSACTIONS.** The Board Office recommended that the Register of Capital Improvement Business Transactions for the Iowa Braille and Sight Saving School be approved.

#### PROJECT DESCRIPTIONS AND BUDGETS

<u>Recreation Building Roof Replacement</u>	Dec. 1997 Budget <u>\$65,000</u>
Source of Funds: FY 1998 Capital Appropriation	May 1998 Budget <u>\$76,000</u>

School officials presented a revised project budget in the amount of \$76,000, an increase of \$11,000. The revised budget was approved by the Executive Director on May 1, 1998, to allow award of the construction contract in the amount of \$64,760. The contract award includes two alternates which will provide for the replacement of two smaller adjacent roofs, the tunnel entrance roof and therapy pool roof. The Iowa State University engineers coordinating the project and the consulting engineers recommended the replacement

rather than repair of these additional roof areas. School officials requested approval to include this additional work in the construction contract for the large roof area.

## CONSTRUCTION CONTRACTS

Recreation Building Roof Replacement \$64,760

Award to: Imperial Roof Systems Company, West Union, Iowa

Base Bid of \$47,900, plus Alternate #1 of \$9,860, plus Alternate #2 of \$7,000 =

TOTAL AWARD OF: \$64,760 (3 bids received)

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

**YEAR 2000 STATUS REPORT.** The Board Office recommended the Board receive the status report on Year 2000 Compliance.

The Banking Committee, at its April 1998 meeting, requested that each institution provide, in the next few months, a status report on Year 2000 compliance. Iowa Braille and Sight Saving School has already made significant progress in achieving compliance and expects that all its computer systems, software and other date-sensitive products will be compliant by the summer of 1999.

Iowa Braille and Sight Saving School is in the process of completing an internal review of its systems and operations. The internal review includes software operations and personal computers, telephone and voicemail systems, and other date sensitive products including copy machines, fire alarm systems, etc. Significant progress in achieving compliance has already been achieved.

Purchase orders for new products which may be time or date sensitive include a paragraph notifying the vendor that by accepting and delivering the product, the vendor expressly represents and warrants that the product supplied will be Year 2000 compliant.

ACTION: President Newlin stated the Board received the status report on Year 2000 compliance, by general consent.

President Newlin then asked Board members and institutional officials if there were additional items for discussion pertaining to Iowa Braille and Sight Saving School.

## ADJOURNMENT.

The meeting of the State Board of Regents adjourned at 1:11 p.m., on Thursday, May 21, 1998.

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R. Wayne Richey  
Executive Director