

The State Board of Regents met on Wednesday and Thursday, November 18 and 19, 1998, at Iowa State University, Ames, Iowa. The following were in attendance:

	<u>November 18</u>	<u>November 19</u>
<u>Members of State Board of Regents</u>		
Mr. Newlin, President	All sessions	All sessions
Ms. Ahrens	Excused	All sessions
Mr. Arenson	All sessions	All sessions
Mr. Fisher	All sessions	All sessions
Dr. Kelly	All sessions	All sessions
Mrs. Kennedy	All sessions	Excused at 9:30 am.
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 Stork	All sessions	All sessions
Deputy Executive Director Barak	All sessions	All sessions
Director Elliott	All sessions	All sessions
Director Wright	All sessions	All sessions
Associate Director Kniker	All sessions	All sessions
Associate Director Racki	All sessions	All sessions
Associate Director Brunson	Excused	All sessions
Assistant Director Gonzalez	All sessions	All sessions
Assistant Director Lodge	Excused	All sessions
Minutes Secretary Briggle	All sessions	All sessions
<u>State University of Iowa</u>		
President Coleman	All sessions	All sessions
Provost Whitmore	All sessions	All sessions
Vice President Skorton	Excused	All sessions
Vice President True	All sessions	All sessions
Director Murphy	Excused	All sessions
<u>Iowa State University</u>		
President Jischke	All sessions	All sessions
Vice President Hill	Excused	All sessions
Vice President Madden	All sessions	All sessions
Executive Assistant to the President Dobbs	All sessions	All sessions
Assistant to the President Mukerjea	All sessions	All sessions
Director Bradley	All sessions	All sessions
Director McCarroll	All sessions	All sessions
Associate Director Steinke	All sessions	All sessions
<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
Executive Assistant to President Geadelmann	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	All sessions
Director Heuer	All sessions	All sessions
Interpreter Reese	All sessions	All sessions
Interpreter Trelstad	All sessions	All sessions
<u>Iowa Braille and Sight Saving School</u>		
Superintendent Thurman	All sessions	All sessions
Director Utsinger	All sessions	Excused
Director Woodward	All sessions	All sessions

GENERAL

The following business pertaining to general or miscellaneous business was transacted on Wednesday and Thursday, November 18 and 19, 1998.

APPROVAL OF MINUTES OF BOARD MEETING OF OCTOBER 21-22, 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 Board approved the minutes of the meeting of October 21-22, 1998, by general consent.

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

Ratify personnel transactions at the Regent institutions, as presented;

Receive the status report on the Board Office budget;

Approve the Board meetings schedule;

Approve the change in name of the Consolidated Business Services Building at the University of Iowa to the Ray B. Mossman Services Building;

Refer the University of Iowa proposal to establish a Master of Public Health degree to the Interinstitutional Committee on Educational Coordination and the Board Office for review and recommendation; and

Refer the post-audit report for the Major in Interdisciplinary Studies in the College of Liberal Arts and Sciences at Iowa State University to the Interinstitutional Committee on Educational Coordination and the Board Office for review and recommendation.

President Coleman asked that Vice President True address the University of Iowa's proposal to change the name of the Consolidated Business Services Building to the Ray B. Mossman Business Services Building.

Vice President True stated that he has known Ray Mossman for over a decade. He discussed Mr. Mossman's history at the University of Iowa, noting that he was instrumental

in making the university's needs well known. In the 1960s, Mr. Mossman was responsible for converting the university's accounting system from pure paper to computer. He said university officials would appreciate the Board's approval of the name change.

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

PRELIMINARY REVIEW OF STRATEGIC PLANS. The Board Office recommended the Board receive the reports on strategic planning from each Regent institution, receive the report on modifications of the strategic plan of the Board, which focuses on adding specific dates and performance indicators, and review all strategic plans with the goal of approving them, with any needed revisions, at the December meeting of the Board.

The Board of Regents is committed to strategic planning as an essential part of its governance responsibility. Since the mid-1980s, the Board and the Regent institutions have been engaged in a variety of strategic planning efforts. More recently, the Board's planning efforts have become more systematic with specific action steps for the Board plan and indicators for the institutional plans. The Board has developed a process to formulate key result areas, and institutional goals, which would be attainable and which could be measured each year.

The Board was asked to review the plans and make any suggestions for change. At its December meeting, the Board will be asked to approve each plan, with any necessary modifications.

Each institutional plan is consistent with the Board of Regents strategic plan, as illustrated, for example, by the summary charts accompanying each university plan. Through goal statements, benchmarks and indicators, each institution revealed how it intends to become part of the best public education enterprise in the United States.

Executive Director Stork stated that the Board was being presented with progress reports concerning the institutions' strategic plans. This is the first year that the Board will receive all of the progress reports at one time. This month the Board is asked to review the plans and make suggestions for change. In December the Board will be asked to approve each plan with any modifications that may have been made.

(a) University of Iowa. The Board Office recommended the Board receive the report.

The University of Iowa identified seven goals in connection with its mission of *Achieving Distinction 2000*. They included establishing: (1) comprehensive strength in undergraduate programs; (2) premier graduate and professional programs in a significant number of areas; (3) a faculty of national and international distinction; (4) a record of distinguished research and scholarship; (5) a culturally diverse and inclusive university community; (6) strong ties between the university and external constituencies; and (7) a high-quality academic and working environment.

The university's report highlighted substantial progress in many areas. Many references to the incorporation of technology appear in the plan. Also, the commitments to quality education and access were evident.

To measure and report progress, the University of Iowa identified targeted indicators, which it defined as "those quality-related measures that can be associated with time-

specific numerical objectives," and progress indicators, which are described as "additional points of reference that cannot be set at predetermined levels but are useful in tracking the institution's direction and rate of improvement." The progress indicators, in other words, provide more intangible measures of achievement.

For each goal, the university provided quantifiable measures which can be used as benchmarks toward achieving numbers or percentages of participation.

Previously, the universities were asked to comment on teacher preparation in conjunction with their strategic plans at the November meeting of the Board. It should be noted that the College of Education at the University of Iowa has created a strategic plan to improve teacher education. While this is not represented specifically in the overarching plan of the University, specific elements are applicable to the College of Education as to all the individual colleges. Within the College of Education, strategic plans include an enhancement of practicum experiences, hands-on technology proficiency for all graduates, piloting the development of individual electronic teaching portfolios, and implementation of general competency testing of all teacher education applicants.

President Coleman said she would present the Board members with a glimpse of what has been going on this year at the University of Iowa. She said that at the May 1997 Board meeting the Regents were first presented with the university's targets. University officials knew they were going out on a limb with those targets. She was amazed at how far the university has come.

President Coleman addressed Goal 1 of the University of Iowa strategic plan: Comprehensive strength in undergraduate programs. She provided an example of two freshmen who had recently been named among the 12 most outstanding young playwrights in the United States. With regard to the 4-year graduation rate, she said the university has lost a little ground this year; however, the impact of the 4-year graduation plan had not yet registered in the statistics. The first cohort of students is still going through the system. She expects to see a big impact when the first cohort graduates. She noted that 62 percent of this year's freshman class signed up for the four-year graduation plan.

President Coleman addressed Goal 2 of the University of Iowa strategic plan: Premier graduate and professional programs in a significant number of areas. One of the targeted indicators is the time it takes for students to complete their graduate degree programs. She said the Ph.D. overall median should be 5-1/2 years; the rolling mean stands at 6.2 years. She said the number is going in the wrong direction although the quality of entering students is increasing. The percentage of students who pass their national exams is outstanding.

President Coleman addressed Goal 3 of the University of Iowa strategic plan: A faculty of national and international distinction. She said the university was on track across the board with this goal. She noted that Professor Don Gurnett, who addressed the Board in the recent past about his project that is aboard the Cassini spacecraft, was elected to the National Academy of Sciences this year.

President Coleman addressed Goal 4 of the University of Iowa strategic plan: Distinguished research and scholarship. She said the university has met or exceeded its expectations in two areas.

With regard to Goal 5 of the University of Iowa strategic plan – A culturally diverse and inclusive university community -- President Coleman stated that the Regents would meet a Professional & Scientific staff member at that evening's staff excellence award dinner who had established a program directed toward this effort, which she then described.

President Coleman addressed Goal 6 of the University of Iowa strategic plan – Strong ties between the university and external constituencies. She discussed the four performance indicators that have been exceeded.

With regard to Goal 7 of the University of Iowa strategic plan – A high-quality academic and working environment -- President Coleman stated that Team 2000 has been asked to make a presentation to the U.S. Department of Education.

President Coleman stated that this indeed has been an exciting year for the University of Iowa. She noted that one set of figures that was not provided in the booklet distributed to the Regents showed that the University of Iowa and the University of Indiana focused their strategic plans on outputs or outcomes. She said university officials have concentrated on results and on measuring productivity. She hopes that next year she will be able to report that the university has moved even higher.

President Newlin congratulated University of Iowa officials for their successes and for the number of performance indicators that have already been exceeded. He congratulated university officials also for the comparative information of other institutions regarding quantifiable and measurable goals.

Regent Lande asked for the reaction of the academic community on the study and relevance of strategic planning. President Coleman said the study was presented for CIC (Big 12 and University of Chicago) provosts. Many universities are grappling with these issues. Many institutions are at the beginning of this process. President Coleman has been invited to Penn State next April to discuss how the University of Iowa strategic plan was developed and the faculty response to the plan. This is an area of much discussion. It is extremely intriguing how institutions are responding. University officials may know in a few years how to measure the impact of all of this.

Regent Fisher referred to the university's goal regarding median time to finish a Ph.D. and asked if university officials feel the goal is realistic. President Coleman responded that the goal needs to be realistic. Graduate school officials indicate that a big impediment to degree completion is that many students have to work because they do not have adequate financial support. This was particularly true in the humanities and is less of a problem in the sciences. University officials need to create the financial resources in that critical dissertation writing stage to provide students the freedom to concentrate on their studies. University officials need to raise more money for that effort.

Regent Fisher asked how the median time to finish a Ph.D. at the University of Iowa compares with that at other universities. President Coleman said the time is pretty standard across the country; however, she thinks the University of Iowa should be a leader in that regard. University officials need to be creative to help the process go a little more rapidly. One of the big problems is that as knowledge expands, professor want students to learn more and more but they do not take away from the course of study. University officials need to look at the requirements. She said those discussions are taking place.

Regent Arenson referred to a benchmark related to Goal 5 – A culturally diverse and inclusive university community -- and retention statistics. He asked if that referred to

representation or retention. President Coleman said the benchmark related to the representation of the minority population within those groups, not retention.

Regent Arenson said he had been provided with data from the past 10 years which indicated that the numbers of underrepresented minority students throughout the Regent system had basically been flat. He asked what University of Iowa officials were prepared to do differently than has been done to improve those numbers as a percentage of the enrollment. Entering freshmen enrollments have basically been flat or declining for underrepresented minority students. University officials could increase retention and have better outcomes but there also have to be more people coming into the university.

President Coleman suggested that the K-12 schools should be challenged to prepare more underrepresented minority students for college. Clearly the universities also have to do a better job of recruiting and retaining those students. She said there will have to be work done in all areas.

Regent Arenson asked if the Regents admission policy provides that Iowa students who are in the upper 50 percent of their high school graduating class would gain admission without taking the ACT. President Coleman said the student's information would put into a formula that predicts academic success.

Regent Arenson said it was his understanding that the universities admit some students who are not in the upper 50 percent of their graduating class. Can the number of underrepresented minority students be increased through broader application of that admission policy?

President Coleman said the University of Iowa has a rather successful program called the Iowa Link Program which is not just for minority students. She cautioned that it was not the right approach to always make accommodations for minority students. The universities need to partner with K-12 schools to encourage students to prepare themselves for college. She said she disagreed with the notion that somehow the universities make academic concessions for minority students.

Regent Arenson stated that he is disappointed generally with the numbers in this area. If the universities truly want to have diversity they have to concentrate the effort and apply some resources, both human and dollars. He hoped that the Board would make a statement that indeed it is not satisfied with the lack of progress in the last 10 years.

Regent Smith asked what the Board members can do to assist in the universities' efforts to partner with K-12 schools. President Coleman stated that talking about it is critical. Faculty ask her if she gets questions when she is traveling around the state about the university's commitment to diversity. No, she does not, but she always brings it up. University officials will work on it. The Board should be speaking about it. The success of underrepresented minorities through the K-12 system shows alarming figures. The Board should be visible in speaking on these issues.

Regent Fisher said he has seen commercials by the NCAA encouraging youngsters to get their grades in shape so they can participate in college athletics. He believes those commercial are beneficial because it raises the visibility of what students need to do. He said he read an editorial about high school graduates having to take remedial courses in order to continue their education. Representatives of colleges and universities are coming into the public schools and explaining what needs to be done if students want to get into a

university after high school. He stressed that more pressure needs to be placed on K-12 schools to prepare students for the universities.

President Coleman stated that University of Iowa officials have had good success with programs like Upward Bound. Those efforts need to be continued.

Regent Arenson said it was his understanding that the number of minority students in Iowa public schools has doubled. Although he did not know the number of students who were eligible to come to the Regent institutions, he said there is a larger pool of underrepresented minority students in Iowa than ever before. The Regents cannot look to public schools solely for an answer for the flat performance of the Regent institutions in the last 10 years.

President Coleman stated that every minority student who has taken the ACT is being recruited by the Regent universities. In 1997-98 600 minority high school students in Iowa scored above 18 on the ACT test.

Regent Arenson questioned how good an indicator that was if the policy is that a student in the upper 50 percent of his/her graduating class is automatically admitted.

Mr. Coulter responded that the ACT score is an essential part of the admissions process. He expressed a reluctance to compromise academic standards for the sake of diversity.

Regent Arenson stated that if the Regents were operating under the assumption that the policy is that students in the upper 50 percent of their graduating class can be admitted without taking the ACT, then the number of students taking the ACT is not the sole indicator of the number of students who are eligible to come to a Regent university.

President Coleman said it was her understanding that the university looks at both class rank and ACT score. Students have to take the ACT.

Executive Director Stork said it was his understanding of the admissions process that there is no minimum ACT score requirement. Students have to take the test but they can score anything.

Mr. Coulter stated that admissions is based upon ACT score and class rank. He noted that only 1 percent of the enrolled students at the University of Iowa have an ACT score below 18.

Regent Kennedy noted that Upward Bound only serves certain students. There are many other students in K-12 schools who would benefit from those same types of offerings. She challenged the three universities to develop ways to fill the gaps where certain groups of students are not being reached.

Mr. Coulter said there are 15 summer programs offered at the University of Iowa. This past summer, over 1,000 7th to 12th graders, 300 of whom were minority students, participated. University officials use the programs to recruit students, and the university has been successful in doing so.

Regent Lande said he felt that most everyone in the meeting room had benefited from a family member or friend who had motivated him/her to always think they were going to college. He felt that a mechanism could be found to instill in students early on that they are bound for college.

President Coleman said there was a very interesting study of the academic success of students who start at the community college and those who come to the university directly from high school. The students were indistinguishable. She said the community colleges are doing a very good job of preparing students for the universities.

Regent Arenson said he hoped that institutional officials would look within the universities for the solution and not to K-12 schools and community colleges. There also has to be much more thought about what can be done at the Regent level. He stated that this year's University of Iowa entering class of 3,900 students included 100 African Americans. Ten years ago there were 110 African Americans in the entering class. He thinks the universities can do better. He agrees the universities need to go outside and partner but also people from the universities need to go to K-12 schools and aggressively share the possibilities with the students.

Regent Arenson referred to the University of Iowa's Goal #5 – A culturally diverse and inclusive university community – and asked that in the next month university officials determine if there is anything they would like to add to help bring the goals to fruition.

Regent Smith said she felt that over the last year she has become an expert on aggressive recruitment. She feels that aggressive recruitment is something that all of the institutions can do because she has seen it. Collaboration with K-12 schools is exciting and has to be done. She also believes the institutions need to commit more resources to this effort. K-12 schools are struggling in terms of preparing students for the college experience. K-12 schools need to be informed of what the universities require. In the joint meetings with the Iowa Department of Education the Regents need to communicate that message.

Regent Pellett stated that she has been troubled at the low 4-year and 6-year graduation rates. The 4-year graduation cohort are now seniors. How does it look?

President Coleman said she has been told that there is pretty good persistence.

Regent Pellett informed President Coleman that the University of Iowa is the shining star in this 4-year graduation plan effort. The universities should be at a crossroads where real progress can be made in the 4-year graduation rate. She said the Regents should see some real progress in the graduation rates next year because of the 4-year plan.

President Newlin expressed appreciation to University of Iowa officials for the report. He asked that the comments of Regents Arenson and Smith regarding underrepresented groups be taken into consideration.

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

(b) Iowa State University. The Board Office recommended the Board receive the report.

To achieve its goal of becoming the nation's best land-grant university, Iowa State University selected six goals. They include: (1) strengthening undergraduate teaching, programs, and services; (2) strengthening graduate, professional, and research programs; (3) strengthening outreach and extension programs; (4) sustaining and enhancing an intellectually stimulating environment and a supportive university community; (5) establishing international leadership in the integration and effective use of information technology and computation services; and (6) strengthening initiatives to stimulate

economic development. The university's report sets forth quantitative and qualitative indicators or benchmarks of progress achieved in each area.

Teacher preparation as well as administrator preparation was addressed at several points but most directly in the pages related to the College of Education's strategic plan. A major thrust of Iowa State University's teacher education preparation program is enhancing students' knowledge of and ability to use appropriate technological instruction methods.

President Jischke said he was pleased to present the strategic plan progress report for Iowa State University. The annual reports document the progress of the university. Each report serves as a foundation from which to move forward to the next year. He noted that university officials devoted this academic year to George Washington Carver although the celebration actually started last year. The theme is "Becoming your best -- the legacy of George Washington Carver". Dr. Carver was a tremendous inspiration to the university. One thing that Dr. Carver said helps to inspire the university: Learn to do common things uncommonly well.

President Jischke stated that the university's progress has been aggressive and visionary. Iowa State University's mission, purpose, direction and destination is to become the best. He then reviewed the six strategic plan goals, focusing on some of the major accomplishments included in the plan and how those support the three missions of the university. With regard to Goal 1 -- Strengthen undergraduate teaching, programs and services -- he said there have been sweeping changes in the educational programs provided to students. Part of the reengineering engineering education effort includes the new engineering teaching and research complex which puts Iowa State University at the forefront of engineering education. He described Project Learn which engages faculty in team and collaborative approaches to engage students in active learning. University officials continue to expand opportunities for students to learn abroad. University officials are enhancing the campus environment through diversity initiatives. He described an activity on campus relating to the selection of George Washington Carver for a postage stamp celebrating the century. University officials have continued the ongoing program of preserving the artwork around the campus.

President Jischke stated that Veishea 1998 was a success although it almost did not happen. It was a success because of efforts to save it that were led by the students.

One of the most important priorities in undergraduate education has become keeping students in school. One experiment in this effort is called BEST which has incorporated a strategy called learning communities. President Jischke said the results were quite successful. This was the first program he has seen that has significantly improved retention rates; therefore, the program has been expanded. The university's first-, second- and third-year retention rates hit 10-year highs last year. This year there are 59 teams through an additional investment of \$500,000/year to expand the opportunities.

President Jischke stated that Iowa State University has received another class of freshman merit scholars, ranking the university within the top 10 universities in the country in the number of merit scholars. Iowa State University's placement rate is now over 95 percent.

With regard to Goal 2 -- Strengthen graduate, profession and research program -- President Jischke stated that one of the specialties of a land grant university is doing research on simple, practical things. For example, Iowa State University developed a soybean with extremely low saturated fat. President Jischke presented each of the Regents with a bottle of LoSatSoy, a low-saturated fat soybean oil which is distributed by

Hy-Vee Food Stores. Another example of the university's accomplishments under Goal 2 is the Airworthiness Assurance Center of Excellence which improves testing and reliability of the nation's passenger aircraft. He said two measures of sponsored funding have decreased while other measures have improved. The university has continued to achieve remarkable success in earning national R&D 100 awards. The university is second only to MIT among universities in the receipt of these awards. Recently a virtual reality conference was held on the campus. The library is moving toward creating the digital library for the next century with a program called Horizon. Iowa State University made Yahoo magazine's top 50 wired universities in the nation. The university is continuing to offer more and more classes in degree programs over the Iowa Communications Network. This effort was expanded to 10 sites last year. The university partnered with southwest Iowans for an outreach center at the Armstrong research farm of the Wallace research center.

President Jischke stated that Iowa State University reaches out to established companies. The Iowa State University research park is one of the most successful of its kind in the nation. Engineering Animation, one of the companies at the research park, is in the midst of its third major expansion. He said extension plays a central role in Iowa State University's outreach efforts. Extension 21 focuses on strengthening Iowa. He was very pleased that the university received nearly \$1 million in increased funding to support the extension plan.

President Jischke noted that one of the areas where Iowa State University has had greatest success in recent years is in funding. Nothing is more critical than the university being able to attract and retain the very best people on its faculty and staff. One of the university's most important partners are alumni and friends which are having a tremendous impact on the university. The Hixson program is almost fully endowed. The program provides full tuition to 100 students for their first year and for 3 more years if they stay in good standing at the university. President Jischke stated that university officials were able to declare early victory (2 years early) in Campaign Destiny.

President Jischke stated that a second statement George Washington Carver made was, "It is simply service that measures success". He said that by being the best and meeting the needs of the people of Iowa, Iowa State University will achieve its goal of becoming the best land grant university in the nation.

President Newlin expressed congratulations to President Jischke on the university's success in meeting and exceeding its targets. President Jischke responded that Henry Kissinger said, "Every success only buys a ticket to a greater challenge".

President Newlin expressed appreciation for the enthusiasm with which all three presidents have embraced the strategic plans.

Regent Arenson asked how the accomplishments at the universities can be shared with more underrepresented minority students. What more can be worked into the strategic plans so those individuals have an opportunity to become part of the dream? He acknowledged that funds were being raised for scholarships. In the last 10 years the numbers were sliding in terms of enrollment in those underrepresented minority categories. How are university officials going to really make a change in the numbers?

President Jischke responded that university officials must look deeply and carefully. If this challenge lends itself to an easy answer it would have been done years ago. He said it was clear that the university has not achieved its goals. Retention rates are quite

unacceptable. He did not think the answers were simple. There are areas for discussion such as what happens before the universities encounter the students. The quality of education in K-12 schools is a factor. Students must be encouraged to dream beyond high school. When he visits Iowa high schools, the representation of underrepresented groups that come see him is small. The university offers a special program targeted to women in science and engineering. There is no question that to the extent success can be predicted, success in high school is the single best predictor of that. The preparation a student receives before coming to the university is a very important factor. He said the university can be a partner but it is also a challenge for the K-12 schools and for families.

President Jischke stated that the university can do a better job of recruiting. Financial aid is an example of one of the issues that face students when they come to the university. The extent to which university officials are able to develop financial aid programs such as the Hixson scholarships is an important factor. Once students come, the question is retention. President Jischke is a big fan of the learning communities which recognize the student as a total human being. He also believes that diversity of faculty and staff is another important factor. Finally, there is the reality that Iowa State University is a land grant university and the associated mix of programs it offers. There are some programmatic issues. University officials have tried to develop special recruitment programs for agriculture and engineering.

Regent Arenson asked if the numbers of underrepresented minority students can be increased through those programs. President Jischke responded yes, but if nothing happens in the K-12 schools, it is limited. For example, 600 Iowa minority high school students took the ACT exam this year.

Regent Arenson asked if President Jischke believes that the Regent universities have a role to play in terms of outreach. President Jischke responded affirmatively, saying the universities can always do better.

Regent Arenson asked if this was an area to which the Board should commit resources. President Jischke responded that the Board has committed resources and the university can, also. He asked for the Board's assistance in helping to strengthen the relationship with the K-12 schools. That was critical if the universities are to begin to tackle the bigger question. The universities could use the Board's help in finding better ways to partner with K-12 schools in the state. The leadership of the Board of Regents with the Board of Education could reinforce that idea. He stressed that something larger has to happen.

Regent Kennedy noted that the Board of Regents had met with the Board of Education, at the Board of Education's invitation. It may be the Regents' turn to initiate such a meeting.

President Newlin said that can be done.

Regent Smith said it was her recollection that the two boards had agreed to meet regularly.

Regent Kennedy noted that there were many unspecified targets in the Iowa State University strategic plan. For example, under percent of underrepresented minorities the target was unspecified but the Board's 8.5 percent goal was identified.

President Jischke stated that the target for underrepresented minority students is the Regents goal of 8.5 percent. With regard to representation of women, the target is to consistently increase the number.

Regent Kennedy said it would be good to include a specific target. She encouraged institutional officials to set some specific targets.

Regent Pellett said the 90 percent job placement rate was a very impressive statistic. As a parent, she said that was very important. She encouraged university officials to continue to keep accurate records on job placement. It is very important as a recruitment tool, etc.

President Jischke stated that one of the reasons students give for continuing their education is for a good job and better earning potential. He said the job market during the last several years has been quite remarkable. As an example, he discussed the turnout for the job fair for engineering students which is held at Hilton Coliseum. He believes that strategic planning in interesting ways has helped to create opportunities for students.

Regent Arenson said he did not agree that the universities should look to the outside to assist in recruitment of underrepresented minority students. There is plenty that can be done to do a better job within the three institutions especially with regard to entering freshman enrollments. He encouraged Iowa State University officials to look at the strategic plan to determine if they wanted to make improvements to do better in this area.

President Newlin asked President Jischke to replace the unspecified targets with targets to be presented at the December meeting. The university now has some measurements since establishing a track record. President Jischke agreed.

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

(c) University of Northern Iowa. The Board Office recommended the Board receive the report.

The four goals of the University of Northern Iowa are to promote intellectual vitality, to promote a sense of community within the university, to effectively manage internal resources and to seek external resources aggressively, and to enhance external relations. Some of the unique strategies taken toward these goals include developing individual Programs of Study (POS) for every student, holding campus-wide discussions and crafting statements on the qualities of an educated person, and conducting several studies. Some of the non-statistical goals used by University of Northern Iowa are inherently harder to measure than the numerical goals.

At the University of Northern Iowa, teacher education is a university-wide function and University of Northern Iowa's College of Education has been given the responsibility of developing an extensive strategic plan.

President Koob discussed the progress that has been made on the University of Northern Iowa strategic plan. He highlighted some of the issues that university officials continue to face regarding the university's mission and vision. He stated that university officials are committed to continuous improvement. In terms of excellence of the institution, he said the University of Northern Iowa ranks in the top 100 comprehensive public universities in the United States. The one thing that would help the university move ahead is to become a more selective institution. He does not think that is the way to go. University officials desire to have the University of Northern Iowa recognized on a national basis. The question is whether the University of Northern Iowa should become a national university

which may fly in the face of its traditional mission. He asked for Board participation in this conversation. Do the Regents prefer the university's mission or its vision?

President Koob addressed the four goals of the University of Northern Iowa strategic plan. Goal 1: Intellectual vitality – Create and maintain an intellectually demanding and stimulating environment for all members of the university community. President Koob stated that enrollment is at 13,329. Enrollment has grown steadily since inception of the strategic plan. He said it has been a gentle growth. Despite growing enrollment, university officials have increased the number of general education courses so the average class size has been decreasing. Average class size is less than 30. Classes are taught predominantly by senior faculty. Another aspect of quality is the value of experience for students. He said there are several types of experience including international experience. There are more than enough courses to give every student experiential opportunities. In terms of comparing the university nationally, he said University of Northern Iowa ranked #1 in the nation on the CPA exam pass rate this year. With regard to graduate programs, he said the communicative disorders program is ranked 9th in the nation among comparable institutions.

With regard to the qualities of an educated person, President Koob said university officials considered what quality meant. The conversation and participation has grown since this effort began. Characteristics of what a University of Northern Iowa graduate should be include: 1) seeks increased self knowledge and understanding of others and the world; 2) able to integrate knowledge, skills and values into a comprehensive perspective; 3) uses knowledge and values to guide conduct and inspire inquiry in meaningful and responsible ways; and 4) strives for attainment of wisdom with joy and hope for the future.

Goal 2 of the strategic plan: Community – Promote a sense of community within the university. President Koob stated that retention of first-time freshmen is growing. Diversity initiatives include “Jump Start”, a minority orientation program, educational opportunity programs, student centers, peer support pairings, learning communities, cluster housing, and minority graduate student orientation. There have been increases in scholarships, grants and work study opportunities. There is a general upward trend although President Koob knows it is not good enough. The university has also expressed an interest in the personal wellness of faculty, staff and students. The first year's response to the Wellness/Recreation Center was overwhelming. Continuous improvement is accomplished by keeping in touch with the campus climate. He said a survey was conducted in the fall of 1997. Several examples of the university's success in its campus climate include the following responses (on a scale 1 to 5): 4.24 rating that the campus is friendly and welcoming, 4.17 rating that it promotes high educational standards, 4.28 that the university values all of its members, 4.06 that the university respects and encourage diverse points of view in the classroom.

Goal 3: Resources – Effectively manage internal resources and aggressively seek external resources to support university programs and aspirations. President Koob discussed what has happened on the campus in terms of technology. He selected several measures to illustrate the university's success in this regard. The University of Northern Iowa's World Wide Web site has experienced over 100,000 distinct users per month and over 2-1/2 million hits per month. He described a specific project called Access UNI which is a new work space on the servers. Students can do some “what ifs” if they wish to consider any major alternatives on campus; i.e., if a student wants to change majors.

Goal 4: External relations – Develop appreciation and support for the values, programs and services of the university. President Koob discussed the university's ability to impact

the state of Iowa. He said one of the common expressions of support for a university is the amount that individuals are willing to give. University officials announced in September phase 1 of its scholarship campaign. The university received the largest private gift ever of \$3.6 million. He said off-campus course offerings have grown significantly. Services are provided to businesses and communities. Services are primarily provided by the College of Business. The Iowa Waste Reduction Center is located in the College of Natural Sciences. The center has performed on-site reviews of over 700 businesses and has become a national model. President Koob said another important aspect is whether graduates of University of Northern Iowa are sought by business and industry. University officials have not seen a downturn in the interest in its graduates.

President Koob referred to the university's teacher education plans and stated that teacher preparation is not just a function of the College of Education. He distributed to the Regents a draft of the teacher education strategic plan and discussed several of the aspects of that plan. Teacher preparation will continue to be a university-wide responsibility. University officials are committed to providing collaborative efforts.

President Koob said he was surprised at how well the university has done in meeting the commitments of strategic planning. University officials have learned the important lesson that by focusing on certain aspects, it is possible to have change in higher education.

President Newlin thanked President Koob for the presentation and expressed the Board's appreciation for what had been accomplished.

Regent Fisher commended all three universities, noting that the "proof is in the pudding". He said the "pudding" is the number of business and professional students coming to the campuses. Those students are being recruited heavily throughout the country.

President Newlin asked for comment about the northern Texas school district that has over 100 University of Northern Iowa graduates.

President Koob stated that University of Northern Iowa was requested to place student teachers in a school district in northern Texas. The student teachers liked it so much that they stayed. There are now over 100 University of Northern Iowa graduates in the school district and the district has become a national star school.

Regent Fisher stated that he spoke with a woman who does hiring in Washington, D.C. She indicated to him that she will hire graduates of Iowa's Regent universities because they receive a great education and have a good work ethic.

President Koob stated that virtually every one of University of Northern Iowa's graduates has an opportunity to leave the state; however, most students have a commitment to stay in the state.

Regent Arenson asked for President Koob's view of what can be done to get more minority students to come to the university.

President Koob stated that during his first year at University of Northern Iowa he performed a careful analysis of the local community because the university was not making progress toward the 8-1/2 percent goal. He concluded there were two strategies that could be pursued, one short term and one long term. The long-term strategy came from talking with local school districts about the number of eligible students that could be sent to

University of Northern Iowa. The Waterloo schools superintendent explained that there was difficulty because parents were having trouble getting the students to participate in the school's programs. Parental support is crucial. University of Northern Iowa is committed to making Black Hawk County a community which cares for all of its children. There will be a focus on children from the moment they are born. The long-term strategy is to offer whatever support is possible to make certain that any young person who can gain acceptance to the university is able to attend. He thinks it is doable in Iowa. He believes the university can make a difference. Until the problem in the early years of a child's life can be solved, the university will not have success in Iowa. He said everything else is remedial. Socioeconomic circumstances make a big difference.

The short-term strategy which President Koob identified was to shift more and more money to recruiting out of state. The university's retention rates are increasing. He said the issue was strictly dollars. The university can spend the money but it will be at the expense of other efforts. He said the University of Northern Iowa does not offer the uniqueness of the University of Iowa or Iowa State University. It is hard to convince parents or students to come to Iowa for a school similar to ones in their state.

Regent Arenson referred to President Koob's inquiry about whether the Board supports the university's vision or mission. He said he hoped the Board would support both but that he certainly supports the vision.

Regent Smith asked about the university's success in recruiting with the Minorities in Teaching program. President Koob responded that the success has been up and down. The data does not suggest the program is significantly growing over time. He noted that the university has a similar program in the College of Business.

Regent Smith asked if the university has adequate resources to support those types of efforts. President Koob said the question is not whether there are enough resources but is one of shifting resources. As committed as he is and as much as he believes in the need to provide an academic environment which is diverse, the question will always be what else must be put aside in order to increase the numbers. The single most important thing that can be done is to provide scholarships. The learning communities and orientations do not cost much and make much more of a difference than targeted programs to help one group.

President Newlin referred to the strategic plan goal targets and noted that the university exceeded the targets dramatically in some areas. Between now and next month would President Koob be willing to set new targets in as many of the goals as possible?

President Koob said he noticed that the other two universities were setting straight line goals. If the Board preferred, the university could stay with its initial model of continuous improvement or stationary targets could be identified. Early conversations on the campus about the next strategic plan cycle indicated that university officials would like to target the 10 to 12 most cost effective things that can be done to make the most progress at the University of Northern Iowa in the next 5 years. If that is not how the Board would like university officials to proceed, he would like to know.

President Newlin said it would take the Regents a while to assimilate what had already been accomplished.

Regent Smith asked President Koob to speak to experiential learning and how a course is identified as such. President Koob responded that the easiest example is what is done in

teacher preparation. Sophomores are asked to observe a classroom. Later in their educational careers students participate in the classroom. Students then teach some, and then take over a classroom. He said each of those is experiential learning at a different level.

President Newlin noted with sadness the passing of Sue Follon, the University of Northern Iowa Vice President for Educational and Student Services. He said Vice President Follon will be missed by all of the Board members and the Board staff.

President Koob stated that Sue was an extraordinarily important part of the University of Northern Iowa campus. He said there is no person on the campus who has contributed more to the sense of community, the campus climate, and the sense of satisfaction that students have with the university's environment than Sue Follon. She was a person who knew how to listen, she knew the students' names, and she remembered what they told her. Sue will be missed greatly. He then asked to take the opportunity to introduce Vice President Follon's long-time Associate Vice President, to be named Interim Vice President, Tom Romanin.

A moment of silence was observed in memory of Sue Follon.

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

(d) Iowa School for the Deaf. The Board Office recommended the Board receive the report.

The Iowa School for the Deaf has as its mission providing comprehensive and appropriate programs and services that will enable deaf and hard of hearing students attain personal excellence. The key result areas developed to help school personnel meet the institution's mission are: quality teaching, pupil personnel and administrative services; strengthening and expanding creative and innovative programming, maintaining facilities and equipment with sufficient funding, and accountability. Under each key result area, Iowa School for the Deaf has listed objectives and indicators.

Twenty-one benchmarks or indicators of progress are included in this year's report. These point to progress which has been made this year. The Board Office intends to work with the school to develop more specific indicators for future reports.

Superintendent Johnson stated that a few months ago he had provided the Regents with the school's strategic plan. The beliefs, vision, values and KRAs have not changed. At this time the Regents were provided with 21 benchmarks which he hoped would meet their expectations. Nine of the benchmarks related to students, 6 addressed faculty and staff, and 6 focused on other areas. If those benchmarks meet the expectations, then next month school officials would report on how they were doing in meeting those standards.

Superintendent Johnson stated that he had several concerns. Iowa School for the Deaf does not recruit students. This year, one out of every three students at Iowa School for the Deaf is a new student. There are changing perceptions in deafness. There are mental health issues with students now and many students do not have a good work ethic. He said he would send the Regents information on students' achievement tests. There are three kinds of evaluations of students: 1) comparison with national deaf norms, 2) comparison with normal non-disabled population, and 3) progress of individual students from the curriculum.

President Newlin said he believed that Superintendent Thurman had set some very good benchmarks, which was appreciated.

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

(e) Iowa Braille and Sight Saving School. The Board Office recommended the Board receive the report.

The Iowa Braille and Sight Saving School's strategic plan 1998-2002 was initially approved at the May 1998 meeting of the Board of Regents. Since that time the school has been actively involved in carrying out the plan. Three key result areas -- quality and access in education, diversity, and finances -- were identified. To achieve goals in each of these areas, relevant initiatives and strategies were identified.

At the December meeting of the Board, Iowa Braille and Sight Saving School officials will request a modification of Action Step 1.1.1.3. That step currently reads:

"Project teams will review program design by May 1, 1999 ensuring enrollment in any residential program shall be based on the presentation of at least three extended core curriculum IEP goals apparent in any admitted student's IEP."

Iowa Braille and Sight Saving School officials will request at the December meeting that the Board approve a modification from three to one extended core curriculum goals for a student's IEP. The rationale for this modification is based on clarification from the Federal Office of Special Education and Rehabilitation Services in a letter from Assistant Secretary Judy Heumann. The Board has previously reviewed this letter. The proposed admission guidelines also reflect the change to the number of necessary extended core curriculum goals. The Board Office supports this change.

The school's strategic plan continues to be strongly influenced by the Board of Regents' strategic plan and performance indicators.

Superintendent Thurman stated that Iowa Braille and Sight Saving School officials presented the school's strategic plan to the Board on May 20, 1998. He reviewed the school's Purpose Statement, "Our purpose is to enable Iowa's students who are blind or visually impaired to function as independently as possible in all aspects of life by providing appropriate educational opportunities, resources, and support services". KRA 1, Quality and access in education, was the one KRA to which Superintendent spoke. There are three initiatives under KRA 1, one of which Superintendent Thurman addressed: focusing services. The three strategies under the focusing services initiative are: 1) focus the residential option, 2) target summer programs, and 3) provide parent and professional development.

Superintendent Thurman stated that Iowa Braille and Sight Saving School officials wish to establish admission guidelines by January 30, 1999. He asked that during the next couple of months the Regents think about the admission guidelines because they are key to where the school is going. The admission guidelines focus on the educational needs of students. Students' educational needs must be within the capability of Iowa Braille and Sight Saving School's resources. In all cases students' needs must not exceed the needs resulting from the student's visual impairment.

Iowa Braille and Sight Saving School officials believe that for most students short-term placement will be appropriate (3 months to 3 years). The residential program will have to become a 12-month program. A second step in this effort will be to realign staff along a 12-month calendar by March 30, 1999. This calendar change affects all employee classifications and all teachers. School officials have talked with staff about the calendar change. Superintendent Thurman has received positive support from the staff regarding the change. Forty percent of the faculty have already agreed to start working in the summer.

A third step in this effort, and one which Superintendent Thurman requested Board approval, was for a modification of Action Step 1.1.1.3. The step would be modified to state that the enrollment in any residential program shall be based on the presentation of *one* (instead of *three*) extended core curriculum IEP goals.

Superintendent Thurman stated that short-term placement of students at Iowa Braille and Sight Saving School will work if there is broad acceptance in the blind community, on campus and by parents. Therefore, preparatory discussions are occurring.

Step 4 in this effort is to encourage area education agencies and local education agencies to retain responsibility for individual educational plans (IEP) by May 30, 1999. IEP responsibility will probably be on an individual student basis and not global. A second strategy will be to target summer programs. The school will invite students to come for a summer program.

Superintendent Thurman discussed orientation and mobility offerings at the school. The school will also provide parent and professional development through University of Alabama coursework. He described the services the school is offering on the Iowa Communications Network.

With regard to the school's effort toward outcomes accreditation, Superintendent Thurman stated that only four other schools in Iowa have that status including Des Moines Dowling. Iowa Braille and Sight Saving School officials have been working toward outcomes accreditation for 7 years.

Superintendent Thurman stated that in the future the school will be judged by its services. Iowa Braille and Sight Saving School has the potential to be a very different school that serves almost every visually impaired student in the state. He said school year will come to mean less than calendar year.

Regent Pellett asked if legislative action is required to change the admission guidelines of the school. Superintendent Thurman responded that no, the law is very broad. He said there is nothing in the law that prevents school officials from taking the school where it is going. The Iowa Braille and Sight Saving School is under the direction of the Board of Regents.

Regent Kelly expressed interest in the school's approach to serving children before the age of 5. He asked that information be provided to the Regents through the Board Office. Superintendent Thurman said he would be happy to provide the information on preschool blindness. He then referred to President Koob's comments about reaching out to communities. He said that type of effort is so very important in serving blind children.

President Newlin expressed appreciation to Superintendent Thurman for the efforts that had been made in changing the direction and focus of the school. He acknowledged that it took hard work but that much progress had been made.

Superintendent Thurman stated that rather than accepting the thanks he would thank the staff at Iowa Braille and Sight Saving School. He said they are very dedicated to what they do and are showing remarkable foresight.

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

(f) Board of Regents. The Board Office recommended the Board receive the report.

Strategic planning is a dynamic process. Part of that process is to review the key result areas, objectives, strategies, and action steps from time to time. The Board Office has added clarity, ease of understanding, and more specificity to the Board's strategic plan in its initial year of implementation.

Executive Director Stork stated that a number of changes had been made to the Board's strategic plan, primarily having to do with process, technical changes and specificity with respect to dates. Board staff intend to remove references to "ongoing" and "immediately" and replace them with specific dates and times. He noted that the Board Office received some comments from the Board's strategic planning consultant, Robert Smith. The Board Office has responded to each of those observations and suggestions.

Executive Director Stork referred the Regents to a summary of the revisions that had been made to the action plan and an exhibit which presented the key result areas with the action plan for easy reference. He said the Board Office will be adding completion dates.

Executive Director Stork noted that Board staff are attempting to reference parts of the strategic plan in the docket memos to link what the Board sees on a monthly basis with the strategic plan. He said the only substantive change was action step 4.4.1.4 regarding the communications plan for the Board of Regents. The Board Office is also updating the Board's Web site and reinstating the newsletter. The Board has also been conducting outreach meetings.

Regent Lande referred to Robert Smith's recommendation to emphasize the development of quantified, measurable objectives. He said the Board Office response was unclear as to whether it was looking for direction from the Board.

Executive Director Stork responded that the Board Office would need some input from the Board in terms of the objectives. The Board Office had not had an opportunity to determine how much more specific it can be.

Regent Lande said there seemed to be a little disagreement between the Board Office and Robert Smith. He suggested that in January the Board Office present the Board

with information on what it would like to do and whether that differs from Mr. Smith's suggestions.

President Newlin said that was a good idea. He then expressed appreciation to the Board Office for the work that had been done in following through with the strategic plan.

MOTION: Regent Arenson moved to approve the Board of Regents strategic plan, as amended. Regent Smith seconded the motion. MOTION CARRIED UNANIMOUSLY.

EXECUTIVE SESSION. President Newlin requested that the Board enter into closed session pursuant to the Code of Iowa section 21.5(1)(c) to discuss a matter with counsel which is either in litigation or where litigation is imminent; and pursuant to Code of Iowa section 20.17(3) to conduct a strategy meeting of a public employer for collective bargaining.

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

MOTION CARRIED.

The Board having voted at least two-thirds majority resolved to meet in closed session beginning at 4:38 p.m. on November 18, 1998, and adjourned therefrom at 5:11 p.m. on that same date.

PRESENTATION BY NON-REPRESENTED FACULTY MEMBERS.

President Coleman introduced Robert Wiley, a Professor in the College of Pharmacy and President of the Iowa State University Faculty Senate.

Professor Wiley said he was pleased to report that the University of Iowa is in excellent condition. The faculty consider it a privilege and a pleasure to work at the university. He then addressed issues of quality, state support, library funding and distance learning. He stated that President Coleman noticed when she toured the library upon her arrival at the University of Iowa that the Science Citation Index, which costs \$300,000 for two discs, was not among the collection. Journal cancellations are taking place because of the cost to maintain journal subscriptions. He noted that faculty who author books are beginning to refuse copyright to the publishers in order to help do their part in reigning in the costs. He referred to the University of Iowa's tuition being at the bottom of the Big 10 institutions' tuition, and questioned whether that fact might have an impact on perceived quality of education. He concluded by stating that the University of Iowa faculty agree 100 percent with the strategic plan.

Regent Lande asked to what extent are the journals that are being dropped available through the Internet. Professor Wiley responded that for many of the journals an abstract is available from the Internet. Only a few journals provide full text on the Internet. Journals can be obtained through interlibrary loan which takes 10 days.

Regent Arenson referred to Professor Wiley's comment about the tuition being at the bottom of the Big 10. If the university were to receive higher tuition or extra dollars, where in faculty's view would those dollars best be spent?

Professor Wiley responded that faculty start up was a critical area of need. The university has lost some outstanding candidates because it was unable to provide adequate start up. Other areas where additional funds could be utilized include technology and library support. He stated that salaries are fine.

President Newlin thanked Professor Wiley for his remarks.

President Jischke introduced Professor Denise Vrchota, President of the Iowa State University Faculty Senate.

Professor Vrchota presented the priorities of the Faculty Senate for this year. She described the three major strengths of the promotion and tenure document, a document that was developed through a united effort of the Faculty Senate. Faculty like the document because they see themselves in it. She believes that acceptance is because of the expanded definition of scholarship. The bar has been raised. She said the position responsibilities statement is a description of the significant responsibilities of faculty members in a department. The position description is developed through collaboration of the faculty member and the department executive officer. A third area which Professor Vrchota discussed was the faculty professional portfolio which is evidence of faculty performance. That document will be the proof, the documentation, the evidence.

Professor Vrchota said she was distressed last spring to learn that the library is facing severe budget cuts. A Faculty Senate committee is working to identify ways to respond to this crisis.

Professor Vrchota said the Faculty Senate established a committee on facilities and educational resources. Two conclusions from the committee's report were 1) faculty would like to see the shape of their classrooms change to shallow and wide versus narrow and deep classrooms and 2) faculty want classrooms with more movable chairs.

With regard to the importance of collegiality, Professor Vrchota stressed the importance of faculty senates from each of the Regent institutions working together. She commended Professor Wiley for inviting the Iowa State University and University of Northern Iowa faculty senates to the University of Iowa. In October the faculty senate met at the University of Northern Iowa. It was now Iowa State University's turn to host such an activity.

Professor Vrchota thanked the Board of Regents for meeting with Iowa State University's Faculty Senate executive board for lunch the previous day.

President Newlin asked for a status report on the post-tenure review action. Professor Vrchota responded that the post-tenure review has become more controversial than she had expected. It was found that some departments had been performing post-tenure review for years while other departments were not doing it, and other departments were in the middle. The trouble is in defining exactly what is post-tenure review.

Regent Pellett encouraged the Faculty Senate to keep working on the document for post-tenure review of research, teaching and community service. The information provides

accountability that can be related to the citizens of Iowa. She then asked about Professor Vrchota's statement about the library budget being cut.

Professor Vrchota said the university is at the mercy of outside forces. The budget is not keeping up with the costs of publications.

President Jischke clarified that the budget had not been cut. There are just not enough funds to keep up with inflation. While the university receives a 4 to 5 percent increase in appropriations and in tuition, the library budget is growing by at least 7 percent. Costs are increasing by 14 to 18 percent. Therein lies the dilemma.

President Newlin thanked Professor Vrchota for the presentation. He said he looked forward to hearing more about the two issues that Regent Pellett had raised.

President Newlin stated it was his pleasure to announce that Lisa Ahrens had just been elected the national Future Farmers of America President. He said the Regents were all very proud of her and her accomplishments and were sure that Regent Ahrens would do an outstanding job.

Superintendent Johnson introduced Molly Kramer, a faculty member at the Iowa School for the Deaf.

Ms. Kramer said it was an honor to make a presentation about some of the things going on at Iowa School for the Deaf and how faculty feel about them. She said there were many changes taking place at the school. The feelings around campus were positive, proud and enthusiastic. She stated that maintaining a high salary schedule allows school officials to continue to attract and retain high quality faculty. Faculty are increasing their computer knowledge. She said technology in the classroom is an important tool. The school's students are visual learners. As a language arts teacher she envisions a computer in front of every student. She expressed appreciation for the Board's support of the school's ability to keep up technologically. She said the school's goal to be the best it can be will remain a priority. Teachers will always be the main providers of learning. Teachers are determined to help their students succeed. She said teachers would appreciate continuing financial support for workshops, in-service and continuing educational opportunities. She noted that 55 percent of the staff have their master's degrees. All staff have received some credits beyond the requirement for endorsement. This year Iowa School for the Deaf is welcoming students from Nebraska as well as additional students from Iowa.

Ms. Kramer concluded by thanking the Regents for all of their previous and future support.

President Newlin thanked Ms. Kramer for the presentation.

Superintendent Thurman introduced Kay Jahnel, a faculty member at Iowa Braille and Sight Saving School.

Ms. Jahnel thanked the Regents for the opportunity to address the Board and for their support of faculty. She then presented Iowa Braille and Sight Saving School's faculty contract proposal, as follows:

- Increase in the base salary by 4.5 percent
- Addition of two lanes to the salary matrix (BA 45 and MA 45)

- Addition of two steps to each lane across the salary matrix
- Stipend of \$500 be awarded for each job related endorsement held by faculty, not to exceed three.
- Credit given to faculty who do not require health benefits provided by Iowa Braille and Sight Saving School
- Improvement of health benefits offered
- Accumulation of personal days

Ms. Jahnel stated that as Iowa Braille and Sight Saving School is restructuring to include summer school, staff will be asked to take vacation at other times during the year. Faculty agree with the summer school initiatives and request help to compensate for loss of family time.

Regent Pellett asked who on the Board staff works with health care benefits for the faculty members of the special schools. Executive Director Stork responded that Director Wright was the staff person. Regent Pellett asked that Board staff work on that issue.

President Newlin thanked Ms. Jahnel for her presentation.

FALL ENROLLMENT REPORT – PART II. The Board Office recommended the Board receive the report and accept the enrollment projections for Fall 1999 to Fall 2008.

Part II of the Fall 1998 enrollment report included an analysis of the following characteristics at Regent universities: (1) enrollments by collegiate units; (2) the quality of incoming freshmen; (3) age, gender, race/ethnicity, and disability of students; (4) foreign student enrollments; (5) enrollments by residency; (6) enrollments of transfer students; (7) Regent university enrollments compared to enrollments at other Iowa colleges and universities; and (8) enrollment projections.

The total enrollment at all Iowa colleges and universities is 182,529¹ for Fall 1998. This represents an increase of 1,960 (+1.1 percent) students from Fall 1997. Regent universities serve 37 percent of the students (headcount enrollment) pursuing postsecondary education in the State of Iowa. Community colleges serve 33.7 percent of the students pursuing postsecondary education in the state. However, the 1.4 percent enrollment increase experienced by community colleges in Fall 1998 lagged behind the 1.9 percent enrollment increase experienced by Regent universities. In addition, 81.6 percent of Regent institutions' enrollments are full-time students while only 53.8 percent of community college enrollments are full-time students. This results in a higher FTE enrollment for Regent universities than for community colleges.

The five largest higher education institutions (by headcount enrollment) are the University of Iowa (28,705), Iowa State University (25,585), the University of Northern Iowa (13,329), Kirkwood Community College (11,117), and Des Moines Area Community College (10,306).

¹ Source: Iowa College and University Enrollment Report prepared by Jerald Dallam.

Regent universities attract highly qualified students. For 1998, the mean ACT scores for entering freshmen at Regent universities range from 23.3 to 24.7. This compared very favorably to a national mean of 21.0 and a state mean of 22.1. More than 88 percent of the new freshmen at Regent universities graduated in the top half of their high school classes.

Approximately 52 percent of new undergraduate transfer students to Regent institutions come from Iowa community colleges. During the past ten years, the number of community college students who have transferred to Regent universities has increased by approximately 50 percent. However, this number represents only about 4 percent of the total undergraduate enrollment at Regent institutions.

Undergraduate enrollments at Regent universities increased by approximately 2 percent in Fall 1998 from 51,123 to 52,136.

- Undergraduate enrollments increased at the University of Iowa in the College of Business (+15.2 percent), the College of Liberal Arts (+2.5 percent), and the College of Nursing (+10.6 percent).
- At Iowa State University, undergraduate enrollments increased in the College of Agriculture (+3.4 percent), the College of Business (+4.9 percent), the College of Design (+1.1 percent), and the College of Engineering (+3.1 percent).
- At the University of Northern Iowa, undergraduate enrollments increased in the College of Business (+1.9 percent), the College of Education (+6.9 percent), and the College of Natural Sciences (+0.7 percent).

Professional school enrollments at Regent universities decreased by 0.7 percent from 3,289 to 3,266. Graduate enrollments at Regent institutions increased by 2.2 percent from 11,949 to 12,217.

- At the University of Iowa, graduate enrollment increased in the College of Medicine by 4.0 percent.
- At Iowa State University, graduate enrollment increased in the College of Family and Consumer Services by 4.9 percent.
- At the University of Northern Iowa, graduate enrollment increased in the College of Business Administration (+6.9 percent), the College of Education (+19.8 percent), and the College of Humanities and Fine Arts (+12.2 percent).
- At University of Iowa, professional school enrollment increased in the College of Pharmacy by 4.4 percent.

Approximately 4,400 foreign students from more than 130 nations and territories enrolled in Regent institutions during Fall 1998. There was a slight decrease in foreign student enrollments from Fall 1997 due to deteriorating economic conditions in different countries. Regent universities also provide opportunities for students to study abroad in a variety of countries from "Australia" (University of Newcastle) to the "United Kingdom" (the London Hospital Medical College).

The percentage of women enrolled in Regent universities increased from 33,201 to 34,186 (+2.9 percent). This represents an all-time high proportion of women to men of 50.6 percent. In undergraduate enrollments, the proportion of women to men exceeds 50 percent while in graduate and professional school enrollments the proportion is below 50

percent. The variations of gender ratios in enrollments should be reviewed as a measure of diversity targeted in the Regent universities' strategic plans.

The number of undergraduate students attending Regent universities who are 25 years and older decreased by more than 11 percent in Fall 1998. This means that the proportion of undergraduates that is under 25 years of age increased from 83 percent to 85 percent.

The number of students with disabilities who are attending Regent universities decreased by more than 8 percent from 1,410 to 1,292 in Fall 1998. However, it is important to remember that the data are compiled primarily from self-referrals or outside party referrals so that the universities may not be aware of all students with disabilities.

Regent universities project that total enrollments will increase by 2 percent between 1998 and 2008 from 67,619 to 68,995. However, the projections indicate that the peak year will be in 2004 when there will be a 3.7 percent increase of 2,514 from Fall 1998. Enrollments are expected to decline until 2008 when they will begin increasing again. These projections are significant components in the environmental analyses for the respective strategic plans

Iowa Braille and Sight Saving School projected that on campus enrollments will increase by 30.5 percent from 105 to 137 students between 1998 and 2008. In addition, off-campus direct services will increase from 213 to 265 (+24.4 percent) during the next ten years. The Iowa School for the Deaf projected a decrease of 41 students (-28.3 percent) for on-campus services and a decrease of 5 students (-4.9 percent) for off-campus services between Fall 1998 and Fall 2008. Price Lab School projected an on-campus enrollment increase from 543 to 631 students (+16.2 percent) between Fall 1998 and Fall 2008. This included students enrolled in preschool through twelfth grade.

This report addressed the following action steps which are included in the Board's Strategic Plan:

- 1.1.1.6 Each university will report on the quality of undergraduate students in the enrollment report.
- 2.1.1.1 Annually assess access to Regent universities.
- 2.1.2.1 Develop and implement effective marketing strategies.
- 3.1.2.3 Include information on diversity in all relevant governance reports.

Assistant Director Gonzalez noted that this was the third month that the Regents were provided with enrollment figures. Since the September report, the Board Office has used an incremental approach to provide different characteristics of enrollments at the Regent universities. She reviewed highlights of this month's report.

Regent Fisher referred to the projected enrollment increase of 3,000 students by the year 2004. He asked if the universities would be able to absorb the additional students without many major accommodations in the areas of housing and faculty.

President Coleman responded that the increase represented a lot of students. There will need to be an increase of faculty unless the university increases class sizes. She cautioned that there should not be an assumption that any of the universities can absorb the projected increase without additional resources especially if the increase is in resident students who only pay one-third of the cost of their education. She noted that the process

for projecting enrollment is very inexact. She would not want to bet much money on the model projections. There are many external factors that cannot be controlled.

Regent Fisher asked what should be done now. President Coleman said they need to advocate for more resources from the state. Everyone needs to be alert to what is going on, also.

President Jischke stated that if Iowa State University received 2,500 more students it would require 170-180 new faculty to maintain the student-faculty ratio.

Regent Pellett asked if the projected enrollment figures include full-time on-campus students and part-time distance education students. President Coleman stated that many believe distance education will be more expensive than on-campus education. The enrollment projection is a mix of students but mostly on-campus enrollments.

President Koob said he believes the enrollment projections are of resident enrollments, not distance education students. The University of Northern Iowa projects that off-campus enrollments will grow much faster than on-campus enrollments. He said there is a Board policy decision about whether or not there are additional costs associated with delivery off campus or whether those activities are part of the teaching load.

President Jischke said the enrollment projections to a large extent reflect a judgment about the number of students graduating from high school and the college-going rates. The enrollment numbers are likely to increase. The increase in the number of distance education students is potentially much larger. He did not believe that distance education enrollments were reflected in the numbers.

President Coleman stated that the University of Iowa experienced a crisis in the 1980s when enrollments jumped dramatically. Enrollment has fluctuated since that time. She said the college-going rate has been somewhere around 50 percent. A national survey last spring indicated that 90 percent of parents now say they expect their children to go to college.

President Koob said the American public has gotten the message that education is crucial. The desire for children to go to colleges and universities is very high. Ours has become a knowledge-based society.

Regent Pellett asked if the enrollment projections mirror high school enrollment. President Koob responded that high enrollment is the main driver of the enrollment projections for the Regent universities. The enrollment projections are heavily driven by high school demographics.

Regent Smith asked if the increased drop-out rates were tied to the enrollment projections. President Koob said the drop out rate is not tied to the college-going rate. The college-going rate is 71.9 percent. He believes there are offsetting factors.

Regent Kelly asked if the class size for distance education had any relationship to the on-campus class size. President Coleman said it does have some relation. President Jischke said there are two ways of offering education at a distance. The first is to take a model of the campus classroom and use communications to exploit it (talking head). An alternative use of distance education is offered under the label of asynchronous communication where students study more or less on their own. He said there is reason to believe that large numbers of students can be managed that way. This type of distance

learning requires an enormous up-front investment. The College of Agriculture is developing such a program at a cost of \$2-3 million.

Regent Kelly said he has read that in the first 4 years of grade school the following are responsible for the best education of children: 50 percent parents, 40 percent teachers, 10 percent class size. He asked if there was much difference in those figures between grade school and graduate education.

President Coleman stated that in a university setting there is a desire to foster discussion in a vibrant classroom setting. Therefore, it is important to keep class sizes within reason. Some courses are amenable to teaching large classes of students but most are not.

President Jischke said he did not know if the university would have the same percentages. By experience, the most successful students come from very nurturing families that value education. Also, certain kinds of materials require very small class sizes.

ACTION: President Newlin stated the Board received the report and accepted the enrollment projections for Fall 1999 to Fall 2008, by general consent.

Assistant Director Gonzalez referred to the graph of enrollment projections and said it is a composite of the projections made by the universities. However, as President Coleman had said, it is difficult to project far into the future. She referred the Regents to information provided in the docket on the accuracy of the projections (Table 17A) which shows from year to year whether the data were close or were not close.

GOVERNANCE REPORT ON STUDENT RETENTION AND GRADUATION RATES.

The Board Office recommended the Board receive the report.

This annual report provided the most recent available data and confirms steady performance in graduation and retention rates at Regent universities. Consistent with patterns over many years, the three institutions continue to graduate about 60 percent of entering freshmen within six years

Six-year graduation rates for the most recent reporting year--the entering class of 1992 --increased at all Regent institutions: at the University of Iowa from 61.9 percent to 63.5 percent; at Iowa State University from 60.1 percent to 61.1 percent; and at the University of Northern Iowa from 60.4 percent to 62.2 percent. The most recent first-year retention rates (for the entering class of 1997) were positive at all three institutions, with a minimum of 82 percent of all freshmen returning for their second year of studies.

The University of Iowa has achieved a four-year graduation rate of 33.6 percent, which is the highest among the Regent institutions. Since 1988, the University of Iowa has graduated between 30 and 34 percent of students within the traditional eight-semester timeframe. The University of Iowa's strategic plan calls for raising this rate to 40 percent. Iowa State University's four-year graduation rate is at an all-time high of 24 percent, while the University of Northern Iowa is at an all-time high of 29.0 percent.

Variations in graduation and retention rates occur among different student cohorts. Freshmen who enter with higher ACT scores and class ranks have better graduation rates. Women have a higher graduation rate than men at all Regent institutions. Transfer students typically enter Regent universities with more focused academic goals and achieve high graduation rates.

Ethnic and racial minority students generally have lower graduation rates than white students in the traditional four-year format; however, the enrollments of ethnic and racial minority cohort groups in the sixth and seventh years show persistence to complete baccalaureate degrees.

The following action step in the Board's strategic plan was addressed in this report:

- 2.1.1.2 Develop and implement effective strategies for retention of students.

Assistant Director Gonzalez provided highlights of a few of the statistics included in the report. She referred to a question that had been asked the previous day about graduation rates of transfer students. She said transfer students have had historically high 6-year graduation rates.

Regent Arenson referred to information that had been provided on one-year retention rates and 6-year graduation rates for ethnic and racial groups. He noted that the University of Iowa had been successful with Native American students. He asked Mr. Joe Coulter how that was done.

Mr. Coulter said there were a combination of factors including preparation for college, financial aid, academic and social support on campus, and personal and family circumstances. Beginning in the early-1990s he became directly involved with Native American students at the University of Iowa. In the late-1980s university officials began to develop programs for Native Americans in the 9th and 10th grades to develop a pool of students to recruit to the University of Iowa. As that effort grew, university officials established Native American and American Indian studies programs. University officials also enhanced outreach and recruiting to native communities in and out of state but primarily regionally. Mr. Coulter said there were a combination of factors that have yielded those high numbers. University officials have to work comprehensively to develop students, recruit aggressively, offer financial aid, and have a good academic support system. The increase in Native American student statistics in 1995 was due to the critical mass effect.

Regent Arenson asked if the majority of the Native American students come from within Iowa. Mr. Coulter said it was about ½ from in state and ½ from out of state.

Regent Arenson stated that the African American retention rates are dismal. Earlier in this meeting there was discussion about outside factors like K-12 schools preparation of students and partnering. He questioned whether the University of Iowa's success with Native American students might be translated to successes with other minority students. The University of Iowa and Iowa State University are national schools. It may be that the University of Northern Iowa will become a national school. On a national scale the universities have a duty and a responsibility to have a diverse university community.

Regent Arenson noted that not only did University of Iowa officials bring in Native American students, they have graduated those students. He asked if the same efforts could be applied for every minority student that can be brought to the university. He did not understand how the University of Iowa can have this great success with Native American students and university officials cannot transfer the same success to other minority groups. He asked that university officials look within the university and do better than they are doing. If it works at one university or within one group then it can work for others.

Mr. Coulter pointed out that in some sense University of Iowa officials were dealing with very small numbers with the Native Americans. It is easier to build from small numbers than from large numbers.

Regent Arenson noted that Mr. Coulter brings a personal commitment to this effort. Mr. Coulter said he cares about other minority groups, as well.

Regent Arenson said he believes that university officials need to look within the universities and Board members need to look within the Board. He believes the Board is not currently challenging the universities at a level it should in order to raise the bar. He did not believe that the institutions have made sufficient progress in the last 10 years in terms of percentages or numbers. The Regents need to decide what they want to do as a Board to make a change. He hoped that in the next few months the Board would adopt a policy that will help the universities enter the 21st century looking like the Board would like the universities to look.

President Newlin interpreted Regent Arenson's comments to indicate that there is a Native American model at the University of Iowa. Can that model be applied to African Americans?

Mr. Coulter responded that each of the ethnic groups is different. One has to respect the background and identity of individuals. There also has to be the kind of programming on campus that makes a good environment, a supporting environment, and an attractive environment to these groups. He said what is attractive to Native Americans may not prove attractive to African Americans or Latinos or Asian Americans. University officials have to go to individuals in the communities and design programs that will support the particular people. When there is success in one area there must be caution about making stereotypical assumptions that will work elsewhere.

Regent Smith stated that these discussions have been taking place since she has been on the Board and before she came on the Board. In the first diversity committee meeting that she attended the group identified the factors of financial aid, academic and social support, the same things being mentioned today; however, those were not benchmarked. In 1987 the Board of Regents received a report from a committee that was focused on these issues. The committee presented recommendations similar to what has happened with the Native American population at the University of Iowa. She was unsure what has happened with focuses on other ethnic groups. Regent Smith requested information on what efforts have been made in those particular areas that were outlined in the recommendations that were accepted by the institutions in 1987.

Mr. Coulter said he believed the issues which Regent Smith described were on the agenda for the Equal Opportunity/Diversity Study Group of the Board of Regents. He looked forward to working with the group on getting after the issues.

Regent Smith said she agreed that it was time to get after it.

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

LEGISLATIVE PROGRAM, 1999 SESSION. The Board Office recommended the Board request that any additional suggestions for the Board of Regents legislative program be provided to the Board Office for inclusion in the legislative program for the December Board meeting.

The 1999 Session of the Iowa General Assembly is scheduled to convene on Monday, January 11, 1999. Prior to the legislative session, the Board Office requests the institutions to submit issues for inclusion in the Regents legislative program. No issues have been received from the institutions yet.

The results of the November elections included a new Governor, former State Senator Tom Vilsack; the Iowa Senate consisting of 30 Republicans and 20 Democrats; and the Iowa House of Representatives with 56 Republicans and 44 Democrats. Caucuses in both chambers have selected as their leaders the same individuals who were leaders during the past General Assembly.

Governor-elect Vilsack is in the process of implementing a transition team. Part of that transition will be the preparation of the Governor's budget recommendations to the Legislature. The Board of Regents formal budget hearing with the Governor-elect for the presentation of the FY 2000 and FY 2001 appropriations request was scheduled for Thursday, November 19, 1998, from 2:30 p.m. until 4 p.m.

A legislative interim committee on teacher preparation reform is scheduled to meet this week to develop recommendations for presentation to the next General Assembly.

Executive Director Stork said the Board Office continues to solicit items from the institutions for inclusion on the Board's legislative agenda. Next month the Board will receive some recommendations from the legislative interim committee on teacher preparation.

ACTION: President Newlin stated the Board, by general consent, requested that any additional suggestions for the Board of Regents legislative program be provided to the Board Office for inclusion in the legislative program for the December Board meeting.

REPORT OF THE BANKING COMMITTEE. (a) General Report. The Board Office recommended the Board accept the report of the Banking Committee; request Wilshire Associates, the Board's investment advisor, to submit timely quarterly performance reports on the Regent endowment portfolios; and approve the selection of the international fund manager.

During its meeting on November 18, 1998, the Banking Committee approved the minutes from the October 1998 Banking Committee meeting, the resolution for sale and award of

utility system revenue bonds at the University of Iowa, the authorization for the University of Iowa to utilize master lease financing in the amount of \$524,000 for equipment and furnishings for the Department of Alumni Records and Services, and the authorization for the University of Northern Iowa to refinance the master lease agreement for the Telecommunications System.

The Banking Committee received the quarterly investment and cash management reports, internal audit reports for Iowa State University, bond fund audit reports for Iowa State University, and the status of internal audit follow-up reports.

President Newlin stated that Wilshire Associates will be asked to submit timely quarterly performance reports on the Regent endowment portfolios. The Banking Committee recommended the Board's approval of the selection of Sanford C. Bernstein & Co., Inc., as the international fund manager. He noted that last Saturday the Banking Committee interviewed three candidate firms for international fund manager.

MOTION:

Regent Lande moved to accept the report of the Banking Committee; request Wilshire Associates, the Board's investment advisor, to submit timely quarterly performance reports on the Regent endowment portfolios; and approve the selection of the international fund manager. Regent Fisher seconded the motion. MOTION CARRIED UNANIMOUSLY.

(b) Sale of Utility System Revenue Bonds, Series SUI 1998. The Board Office recommended the Board adopt a resolution subject to the receipt of acceptable bids providing for the sale and award of \$15,500,000 Utility System Revenue Bonds, Series S.U.I. 1998 (The State University of Iowa), approving and authorizing the agreement of such sale and award; and authorizing and approving the execution and delivery of the Tax Exemption Certificate, Continuing Disclosure Certificate, and other documents in connection therewith and related matters.

The Banking Committee recommended that the Board adopt a resolution for the sale and award of \$15,500,000 Utility System Revenue Bonds for the University of Iowa. At its October 1998 meeting, the Board authorized the Executive Director to fix the date(s) for the sale of the bonds, which would be sold to reimburse the university for the costs of construction of the North Campus Chilled Water Plant Expansion and a portion of the Medical Education and Biomedical Research Facility – Utility Relocation project. Proceeds from the sale would also finance construction of the Northwest Campus Chilled Water Plant. The Board has approved project descriptions and budgets for the three projects.

The bonds will be issued for a period of 20 years, with debt service of approximately \$1,180,000 annually to be paid from utility system charges and the proceeds of any utility system student fees which the Board may establish in the future. The university's utility system is a self-supporting operation.

Ms. Tillotson of Springsted stated that a single bid was received from a group of 15 firms led by Dain Rousher, Incorporated. The bid was for a true interest rate of 4.7499 percent, which she said was an excellent rate. Also, through coordination of representatives of Springsted, Ahlers, the Board Office and the University of Iowa, the university's bond rating was raised from A1 to AA3.

MOTION:

Regent Kennedy moved to adopt a resolution subject to the receipt of acceptable bids providing for the sale and award of \$15,500,000 Utility System Revenue Bonds, Series S.U.I. 1998 (The State University of Iowa), approving and authorizing the agreement of such sale and award; and authorizing and approving the execution and delivery of the Tax Exemption Certificate, Continuing Disclosure Certificate, and other documents in connection therewith and related matters. Regent Fisher seconded the motion, and upon the roll being called, the following voted:

AYE: Arenson, Fisher, Kelly, Kennedy, Lande, Newlin, Pellett, Smith.

NAY: None.

ABSENT: Ahrens.

MOTION CARRIED.

(c) University of Iowa Master Lease. The Board Office recommended the Board authorize the University of Iowa to utilize master lease financing in the amount of \$524,000 for equipment and furnishings for the Department of Alumni Records and Services.

University of Iowa officials requested approval to use master lease financing in the amount of \$524,000 to reimburse the University of Iowa Foundation for equipment and furnishings it purchased for the university's Department of Alumni Records and Services, which recently relocated to the Levitt Center for University Advancement. Repayment would be made over a period of 5 years. Semi-annual payments, which will be made from gifts and fees provided by the University of Iowa Alumni Association, are estimated at \$59,231, based upon current interest rates.

MOTION:

Regent Fisher moved to authorize the University of Iowa to utilize master lease financing in the amount of \$524,000 for equipment and furnishings for the Department of Alumni Records and Services.

Regent Ahrens seconded the motion. MOTION CARRIED UNANIMOUSLY.

(d) Master Lease Refinancing. The Board Office recommended the Board authorize the University of Northern Iowa to refinance the master lease agreement for the Telecommunications System.

In 1996 the Board authorized the University of Northern Iowa to utilize the master lease as one of the sources of funds for its new telecommunications system. Financing under the agreement with Norwest Investment Services was for a period of seven years at an interest rate of 5.48 percent. Three semi-annual payments of \$253,371.65 have been made.

As interest rates have declined, the university has explored with Norwest Investment Services the possibility of refinancing the outstanding principal of the lease. The university proposed to refinance eleven remaining payments of the master lease. Based upon current projected interest rates, the refinancing would save more than \$36,000, with a present value savings of almost \$32,000, over the remainder of the financing period.

MOTION: Regent Fisher moved to authorize the University of Northern Iowa to refinance the master lease agreement for the Telecommunications System. Regent Ahrens seconded the motion. MOTION CARRIED UNANIMOUSLY.

GOVERNANCE REPORT ON TECHNOLOGY TRANSFER. The Board Office recommended the Board receive the reports on technology transfer and economic development from the three Regent universities.

By statute, the Regent universities must submit annual comprehensive reports on their technology transfer/economic development activities. The reports detailed the various activities which the three universities have undertaken in 1997-98.

Each report provided examples of the universities' implementation of their strategic plans and the Regents' strategic plan. Specifically, the MGT indicators called for in Action Step 1.1.4.1 ("Each university enhance its research efforts consistent with its mission") and 1.1.4.2 ("Each university increase sponsored research consistent with its mission") reflect the commitment to partnerships with business and industry. Some of the projects described in Action Step 1.1.4.3 ("Each institution increase service to lowans, nation, and world") and Action Step 2.2.1.2 ("Explore collaboration with business, industry, Workforce Development, and other agencies and organizations and prepare a report with recommendations") further reveal the many ways in which the universities work with an array of governmental, civic, and religious groups and agencies.

Collectively, the three institutions had a total of 976 corporate-sponsored research contracts in FY1997-98. The dollar amount of these corporate-sponsored research projects totals 44.7 million dollars. The universities reported a total of 253 disclosures of intellectual properties, with a total of 78 new patents issued.

Associate Director Kniker reviewed the report with the Regents. He noted that there was much evidence that faculty and staff do not stay in ivory towers, but help citizens of Iowa achieve "everyday power".

Vice President Skorton reviewed the report for the University of Iowa. He noted that the number of research contracts has increased as corporations are downsizing.

Vice Provost Swan reviewed the report for Iowa State University. She noted that the students who are technologically literate are the university's best resources.

Associate Dean Bergquist reviewed the report for the University of Northern Iowa. He noted that the university had done a very effective job of outreach throughout the state.

President Newlin thanked the three presenters for their remarks. He noted that all three universities are doing an excellent job in the areas of technology transfer and economic development.

ACTION: President Newlin stated the Board received the reports on technology transfer and economic development from the three Regent universities, by general consent.

GOVERNANCE REPORT ON FIRE AND ENVIRONMENTAL SAFETY. The Board Office recommended the Board receive the governance report on fire and environmental safety

and encourage the institutions to continue to correct identified deficiencies as expeditiously as possible within the limits of available funding.

The annual governance report on fire and environmental safety is required by the Board's Procedural Guide to be presented to the Board in November of each year. The institutional reports are to include the results of the State Fire Marshal's latest inspection and should detail programs completed or underway to correct outstanding deficiencies.

The report helps ensure that the Board provides good stewardship of facilities in accordance with its Strategic Plan (Key Result Area 4.0.0.0). Fire and environmental safety standards are set by several agencies, including the State Fire Marshal and governmental regulatory entities. Recommendations regarding the standards and actions to respond to them are institutional and Board decisions (Action Step 4.3.1.3).

In recent years, the institutions have made major efforts to correct fire safety deficiencies identified by the State Fire Marshal's office and campus personnel. From FY 1993 through FY 1998, fire safety projects totaling \$19.3 million were completed in general fund facilities, including \$8.8 million at the University of Iowa, \$3.6 million at the University of Iowa Hospitals and Clinics, \$4.8 million at Iowa State University, and \$1.3 million at the University of Northern Iowa. These sums do not include fire safety projects addressed as components of major renovation projects. Fire safety projects totaling \$9 million are planned or will continue for FY 1999.

While substantial progress has been and is being made to correct deficiencies, continuing commitments for fire and environmental safety are required. Future progress will be challenged due to changing safety standards, aging buildings and changes in building usage. Identified deficiencies which are potentially life threatening are promptly addressed and corrected, or facilities are closed until they can be made safe. Lesser risks are prioritized using multiple factors including hazard assessments and regulatory requirements.

Additional funding needed to correct deficiencies identified by the State Fire Marshal is \$3.6 million, excluding major projects and work planned for FY 1999.

Associate Director Racki reviewed the report with the Regents.

President Newlin noted that much progress had been made. He asked if the institutions will ever get on top of the issues. Associate Director Racki responded that hopefully the institutions will get on top of it. As building renovation projects are undertaken, many of the deficiencies are corrected at that time. However, Code changes and changes in space usage exacerbates the problem.

Regent Arenson asked about areas identified by the State Fire Marshal. Vice President True responded that any space the Fire Marshal indicates should not be occupied is immediately closed off.

Regent Arenson asked how many years it will take to reduce the amount of work to be done to a more reasonable level. Vice President True responded that within the next 2 to 3 years University of Iowa officials will have addressed the current list.

ACTION: President Newlin stated the Board, by general consent, received the governance report on fire and environmental safety and encouraged the institutions to continue to correct identified deficiencies as

expeditiously as possible within the limits of available funding.

GOVERNANCE REPORT ON DEFERRED MAINTENANCE The Board Office recommended the Board receive the governance report on deferred maintenance and encourage the institutions to continue to correct identified deficiencies within the limits of available resources.

The Board of Regents Procedural Guide (section 9.15) requires an annual governance report on deferred maintenance to be submitted to the Board in November of each year. This report includes information on the deferred maintenance backlog and expenditures in response to performance indicator #36 developed by MGT of America. This indicator relates directly to the Board's Strategic Plan concerning Key Result Area

4 – provide effective stewardship of the institutions’ resources. (Action Steps 1.2.1.6 and 4.3.3.1- capital needs and funding)

Deferred maintenance is the repair or replacement of all, or a part of, an existing capital asset that was not repaired or replaced at the appropriate time because of a lack of funds. Deferred maintenance is dependent upon time. Replacement of a building or infrastructure system or component when it should be replaced is building renewal, not deferred maintenance. Deferred maintenance results from inaction on: 1) normal maintenance (including planned and preventive maintenance), and 2) renewal and replacement projects.

Deferred maintenance has been a high priority of the Board of Regents for a number of years. The Five-Year Plan approved by the Board in September 1998 includes \$14.9 million to address deferred maintenance needs. Deferred maintenance would also be corrected as part of major renovations included in the Plan.

During recent years, the institutions have made major efforts to correct deferred maintenance. From FY 1993 through FY 1998, deferred maintenance projects totaling \$64.5 million were completed by the Regent institutions in general fund buildings and utilities. This amount includes projects totaling \$8.7 million completed in FY 1998. Projects planned for or which will continue into FY 1999 total \$17.9 million. During the same period of time, renovation projects have corrected significant amounts of deferred maintenance.

Although significant sums of money have been expended to address deferred maintenance, it continues to exist. The estimated amount of deferred maintenance in general fund facilities and utilities, as identified through the normal course of work and not through a complete facilities audit, is \$87.4 million. The estimated amount of deferred maintenance in general fund buildings has increased by \$1.7 million from Fall 1997 to Fall 1998, excluding the work to be undertaken in the identified fiscal year and work to be incorporated into major renovations included in the Board’s Five-Year Capital Plan.

Adequate funding in the operating budgets for building renewal is a critical factor in reducing deferred maintenance. The Board’s operating budget appropriations request includes \$1.6 million in FY 2000 and \$1.9 million in FY 2001 for building repair (renewal) to help avoid increasing the list of deferred maintenance requirements. If these appropriations are received for FY 2000 and FY 2001, building repair funding, in total, will be approximately 0.8 percent of the replacement value of the general education facilities. Internal reallocation is another possible source of funds for building repair. During the next year, a review will be undertaken, as outlined in the Board’s Strategic Plan, to help determine the level at which building maintenance and repair should be funded to avoid adding to deferred maintenance (Action Step 4.3.1.1). It is envisioned that this review would also encompass funding needs to avoid the functional obsolescence of facilities (Action Step 4.3.1.2).

Associate Director Racki reviewed the report with the Regents.

President Newlin said deferred maintenance had been an issue for the Board for a long time. Did it seem that progress was being made?

Associate Director Racki responded that the universities experienced a tremendous building boom in the late-1960s to early-1970s. Components of those buildings have reached the end of their useful lives and need to be replaced.

ACTION: President Newlin stated the Board received the governance report on deferred maintenance and encouraged the institutions to continue to correct identified deficiencies within the limits of available resources, by general consent.

GOVERNANCE REPORT ON PURCHASING. The Board Office recommended the Board receive the annual governance report on purchasing activity of Regent institutions for FY 1998 and continue to encourage the institutions to develop strategies to meet statutory objectives regarding purchasing from Iowa-based businesses, targeted small businesses, and Iowa Prison Industries.

The Board of Regents exercises broad oversight for purchasing at the institutions. The annual purchasing report reviews institutional purchasing efforts as well as compliance with state purchasing statutes regarding Iowa-based businesses, targeted small businesses (TSB), and Iowa Prison Industries (IPI).

To meet the Board's strategic planning goal of effective stewardship of resources, the Board's plan identifies increased cooperation and collaboration among the Regent institutions and with other agencies as a means of accomplishing this goal. Institutional purchasing staff and Board Office staff meet quarterly regarding purchasing-related activities. These individuals also meet at various times during the year with state officials to discuss institutional purchases.

Each Regent institution, through a central purchasing authority, is responsible for purchasing supplies, equipment, and services. In FY 1998, Regent institutions purchased \$386.2 million through central purchasing offices, representing an increase of 3.3 percent (\$12.2 million) over \$374.0 million in FY 1997.

Central purchasing at each institution helps ensure that vendor selection, order placement, delivery, verification of receipt, and payment are efficient and effective. The institutions have realized cost savings through several measures, especially an aggregate decline in purchase orders (10.3 percent) and increased use of procurement cards. The measures have allowed purchasing staff to focus on higher value-added services such as negotiating price discounts and assisting departmental staff with developing appropriate RFPs. Purchases from Iowa-based businesses accounted for 48.8 percent of total purchases in FY 98 (\$188.4 million), compared to 49.0 percent in FY 1997 (\$183.1 million), representing an increase of \$5.3 million (2.9 percent). As Regent institutions strive to achieve lower costs, it may be difficult to maintain the same percentage levels of

purchasing from Iowa-based businesses. Technological improvements and evolving business practices continue to favor nationwide suppliers over Iowa-based enterprises. In FY 1998, Regent institutions purchased \$10.8 million through central purchasing from targeted small businesses (TSB), as compared to \$8.3 million in FY 1997. TSBs represented 2.9 percent of the Regent's eligible institution-wide purchases, as compared to the state agencies' statewide TSB purchasing average of 3.98 percent for FY 1998. Regent institutions purchase many goods and services that are not supplied by targeted small businesses. Eligible small businesses that do not register with the Iowa Department of Economic Development cannot be counted in the TSB base. The Board Office, institutional purchasing staff, and representatives from the Iowa Departments of Economic Development and Inspections and Appeals are working together to improve Regent institution TSB purchasing and to develop reporting statistics that accurately reflect TSB. The prior year's governance report on purchasing noted that institutional purchases from Iowa Prison Industries (IPI) increased three-fold from \$115,516 in FY 1996 to \$347,829 in FY 1997. During FY 1998, IPI purchases increased nearly three-fold again, from \$347,829 in FY 1997 to \$992,662 in FY 1998. Institutional purchasing staff are continuing to work with IPI representatives to identify products and develop methods for increasing institutional purchases.

Cooperative purchasing has been a high priority for the Board of Regents and the institutions since 1992 when MGT of America, Inc., in a comprehensive study of institutional purchasing, recommended greater inter-institutional coordination and the use of joint purchasing contracts. As noted in the prior report, institutional purchases through cooperative purchasing agreements increased \$12.4 million (15.5 percent) to \$92.4 million for FY 1997. For FY 1998, increases in cooperative purchasing were again realized as the institutions cooperatively purchased \$15.1 million (16.3 percent) more than in FY 1997 for total purchases of \$107.5 million.

Director Elliott reviewed the report with the Regents.

Regent Fisher asked about the Board's policy on awarding contracts when Iowa and out-of-state bidders are equal. Director Elliott responded that the statute requires preference to the Iowa bidder.

ACTION: President Newlin stated the Board, by general consent, received the annual governance report on purchasing activity of Regent institutions for FY 1998 and continued to encourage the institutions to develop strategies to meet statutory objectives regarding purchasing from Iowa-based businesses, targeted small businesses, and Iowa Prison Industries.

GOVERNANCE REPORT ON FRINGE BENEFITS. The Board Office recommended the Board receive the annual governance report of fringe benefits for employees for fiscal year 1998.

This report provided the Board of Regents with costs and descriptions of insurance and retirement programs and the cost of vacation and sick leave at the Regent institutions for fiscal year 1998. Total employer cost of insurance and retirement programs at the five Regent institutions and the Board Office was \$232 million (all funds) for fiscal year 1998 which is an increase of about 2 percent over the previous year. Costs for insurance and retirement programs average about 25 percent of non-student payroll.

Contributions to retirement programs (TIAA-CREF or IPERS and social security) totaled \$156 million. The employer contributed 10 percent to TIAA-CREF (or an approved substitute) while the employee contributed 5 percent at the universities and Board Office. Contributions to TIAA-CREF at the special schools are at the IPERS rate. The IPERS contribution rate is 5.75 percent for the employer and 3.7 percent for the employee. Both the employer and employee contribute to social security (6.2 percent each) and to Medicare (1.45 percent each).

The employer's share of health and dental insurance premiums was \$62.5 million. Employees contributed \$18.0 million or about 22 percent of the total cost of the health and dental insurance programs.

The cost of sick leave (136,167 days) used in fiscal year 1998 by employees of the Board of Regents was \$17.7 million. The overall average annual usage per employee was 6.3 days. (The average sick leave usage in fiscal year 1997 was 6.8 days.) The overall average merit employee usage was 9.6 days per year; while overall average P&S usage was 6.0 days per year. In accordance with the Code of Iowa, state employees earn 18 days of sick leave per year (1½ days per month).

The cost of vacation leave (345,043 days) used in fiscal year 1998 by employees of the Board of Regents was \$55 million. P&S employees and 12-month faculty accrue 22 days of vacation per year. Regents Merit System employees and other employees outside of the Board of Regents accrue vacation based on years of service, i.e., two weeks per year in the first four years increasing to five weeks in the 25th year of service and beyond.

Associate Director Brunson reviewed the report with the Regents.

Regent Pellett asked about increases in health insurance rates. Associate Director Brunson responded that the Regents were not experiencing the high rate of increases that were experienced in past years. The universities manage very good health insurance programs. There are a number of programs from which employees can choose.

ACTION: President Newlin stated the Board received the annual governance report of fringe benefits for employees for fiscal year 1998, by general consent.

BOARD OFFICE PERSONNEL TRANSACTIONS. The Board Office reported no personnel transactions this month.

YEAR 2000 REPORT. The Board Office recommended the Board receive the report on progress by the institutions in achieving compliance with Year 2000 (Y2k) requirements.

At the October 15 meeting of the Legislative Oversight Committee (Committee), the institutions and Board Office agreed that future reports by the Board to the Committee would follow the format prescribed by the Department of Management's (DOM) Y2k Compliance Office and the State's consultant, CTA, Inc.

All Regent institutions are one-third of the way through the Verification and Validation (V&V) component of the Y2k activities. This number is considered to be appropriate based on the peer review process that the Regent institutions are undertaking. About one-third of the work necessary to complete V&V has gone into the planning and initial paper review. It is anticipated that another one-third will be completed when the first round of institutional visits have been completed by the Peer Review Team (Team). The

remaining one-third necessary for 100 percent compliance will be completed in a second round of institutional visits by the Team.

The State has reported that it has not begun to look at imbedded chips in instruments and mechanical systems. The Regent institutions have completed their inventory and assessment of instruments and mechanical systems and are well on the way to bringing any non-compliant items into compliance or are replacing them.

The two special schools and the Board Office have different situations than do the three universities. That difference is in the types of systems operated and the complexity of those systems.

This report was presented to the Committee at its meeting on November 16 with some revisions in the special schools' reports. At that meeting the Committee reviewed bids from four vendors who are seeking to audit State government's plan for Y2k compliance. At this time the Committee has determined that the Regents do not need to participate in this audit. Members of the Regents Peer Review Team were present at the Committee meeting to respond to any questions from legislators relative to completion of institutional reports.

The Board Office provided an oral report of the Legislative Oversight Committee's meeting of November 16.

Director Wright reviewed the report with the Regents. He noted that this was the first report that was provided to the Regents on the forms the State government is using. He discussed difficulties that were experienced in getting necessary information from the state in preparation for this report to the Board of Regents. He said it was important to note that the Regent institutions have looked at areas which State government has not looked at. The peer review team has met a couple of times. It will begin institutional visits.

Sue Nickels reviewed the University of Iowa's report.

Jim Wagner reviewed the University of Iowa Hospitals and Clinics' report.

Rabindra Mukerjea reviewed the report of Iowa State University.

Dennis Lindner reviewed the report of the University of Northern Iowa.

Jerry Siders reviewed Iowa School for the Deaf's report.

Superintendent Thurman reviewed the report of Iowa Braille and Sight Saving School.

ACTION: President Newlin stated the Board received the report on progress by the institutions in achieving compliance with Year 2000 requirements, by general consent.

EMPLOYEE APPEAL. The Board Office recommended the Board adopt the decision of President Martin Jischke in the matter of Michael Simonson's appeal of the decision of President Jischke terminating the employment of Professor Simonson by Iowa State University.

This matter was before the Board pursuant to 681 Iowa Administrative Code (IAC) Section 11.5(3). The Board has received –

- the Proposed Decision of President Jischke which is being appealed by Professor Simonson;
- a brief filed by Professor Simonson in support of his appeal to the Board to reject President Jischke's decision and to reinstate him; and
- a brief, with attached exhibits, filed by Iowa State University in support of the decision terminating Professor Simonson (the Proposed Decision of Administrative Law Judge Bolken is attached as an exhibit).

The Board Office recommended that the Board adopt President Jischke's decision as final administrative disposition of all matters in the termination of Professor Simonson from Iowa State University.

President Newlin stated that the Board had before it an extensive record of an administrative process. He said he had determined that there would be no oral arguments before the Board in this matter, if that was satisfactory with the Regents. Hearing no comments from the Regents, he recommended that the Board adopt the decision of President Jischke in this matter as the Board's final decision.

MOTION:

Regent Arenson moved to adopt the decision of President Martin Jischke in the matter of Michael Simonson's appeal of the decision of President Jischke terminating the employment of Professor Simonson by Iowa State University. Regent Fisher seconded the motion, and upon the roll being called, the following voted:

AYE: Ahrens, Arenson, Fisher, Kelly, Lande, Newlin, Pellett, Smith.

NAY: None.

ABSENT: Kennedy.

MOTION CARRIED.

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

Total anticipated expenditures are expected to be close to the budgeted amount for fiscal year 1999.

Due to interview and moving expenses the Board Office staff travel projection will be increased. These expenditures will be made up through salary savings.

ACTION:

This report was received on the consent docket.

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

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
January 19, 2000	Telephonic Conference Call	
February 16-17, 2000	University of Iowa	Iowa City
March 15-16, 2000	University of Northern Iowa	Cedar Falls
April 19-20, 2000	Iowa School for the Deaf	Council Bluffs
May 17, 2000	Iowa Braille and Sight Saving School	Vinton
May 18, 2000	University of Northern Iowa	Cedar Falls
June 21-22, 2000	Iowa State University	Ames
July 19-20, 2000	University of Northern Iowa	Cedar Falls
September 13-14, 2000	University of Iowa	Iowa City
October 18-19, 2000	Iowa State University	Ames
November 15-16, 2000	University of Iowa	Iowa City
December 20-21, 2000	(To be determined)	Des Moines

ACTION: The Board meetings schedule was approved, on the consent docket.

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, November 18 and 19, 1998.

President Coleman introduced Mark Braun, newly-appointed Associate Director of Governmental Relations at the University of Iowa. She said she looked forward to having him join the already excellent team for the Regents.

Associate Director Braun said he was happy to be at the university. He thanked the Regents for the opportunity.

President Newlin said the Regents looked forward to working with Mr. Braun. He offered the Board's congratulations on Mr. Braun's appointment.

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

Register of Personnel Changes for September 1998.

ACTION: The personnel transactions were approved, as presented, on the consent docket.

NAME CHANGE: RAY B. MOSSMAN BUSINESS SERVICES BUILDING. The Board Office recommended the Board approve the change in name of the Consolidated Business Services Building to the Ray B. Mossman Business Services Building effective immediately.

University of Iowa officials recommended that the University's Consolidated Business Services Building be named in honor of Ray B. Mossman, former University of Iowa Business Manager and Treasurer.

Ray Mossman's service to the university spanned 62 years. In September of 1936, Mr. Mossman was employed while a student at the University of Iowa as an Offset Pressman in Printing Service at an hourly rate of 45 cents. In August of 1941, he graduated from the university with a degree in Commerce and continued his employment at Printing Service. From February 1942 to February 1946, he served in the Armed Forces during World War II. Upon his release from the Armed Forces, he returned to the university and was employed as an auditor for Student Organizations. From February 1946 to June 1951, Mr. Mossman held several positions at the University including Assistant to the Controller, Assistant Controller, and Manager of the Hospital Business Office and Manager of the Iowa Medical Services Plan. In June of 1951, he was again placed on active duty with the Armed Forces and served in Korea until October 1952. Upon his return from Korea, Mr. Mossman resumed his duties as Manager of the Iowa Medical Services Plan. In July of 1958, Mr. Mossman was appointed University Business Manager and in 1965 the

responsibilities of University Treasurer were added to his position. Ray Mossman served as Business Manager and Treasurer until his retirement in December of 1984.

Mr. Mossman was named to the Board of the Musser Davis Corporation - a wholly owned subsidiary of the University of Iowa in October of 1962. He has had a substantial role in the successful management of that enterprise over many years serving as vice president, president, and chair. Effective March of 1998, Mr. Mossman stepped down as Chairman of the Board and is no longer active in the day-to-day management of the company. However, he remains an active member of the Musser Davis Board of Directors and provides consultation on the business activities of the company.

ACTION: The name change was approved, as presented, on the consent docket.

PROPOSAL TO ESTABLISH A MASTER OF PUBLIC HEALTH DEGREE. The Board Office recommended the Board refer the University of Iowa proposal to establish a Master of Public Health (MPH) degree to the Board Office and the Interinstitutional Committee on Educational Coordination (ICEC) for review and recommendation.

The University of Iowa requested approval of a Master of Public Health (MPH) degree in the Department of Preventive Medicine and Environmental Health. This program would address a particular identified need for public health training in the west central region of the United States (including Iowa).

The offering of the Master in Public Health Program would be contingent upon receipt of sufficient appropriations for a public health initiative. The Board of Regents approved a University of Iowa request for \$1.25 million dollars for FY 2000 and \$2.75 million for FY 2001 for this and related purposes. This request is part of the Board's legislative request. Specifically, this proposed program would require \$855,000 for each of the first two years of the program and \$805,000 the third year.

ACTION: This matter was referred, on the consent docket.

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

South Quadrangle—Install Central Air Conditioning— \$307,000

Public Policy Center

Source of Funds: Center for Public Policy Funds

Preliminary Budget

Construction	\$ 246,990
Design, Inspection and Administration	
Design and Construction Services	29,560
Consultant Services	6,600
Contingency	<u>23,850</u>
TOTAL	<u>\$ 307,000</u>

University officials requested approval of a project description and budget in the amount of \$307,000 to install a central air conditioning system to serve the second floor of the South Quadrangle which houses the Public Policy Center. The project area includes approximately 6,600 net square feet of office space plus corridor, stairway and custodial areas.

The project will include removal of 24 existing window air conditioning units and installation of four rooftop variable air volume air conditioning units which will be connected to a new duct system. This system will provide ventilation air and exhaust for the offices and restrooms in the project area. The project will also include the installation of new ceilings and lighting.

University Hospitals and Clinics—DeGowin
Blood Center Relocation

Oct. 1997 Budget \$2,584,000
Nov. 1998 Budget \$2,690,315

Source of Funds: University Hospitals Building Usage Funds

Project Budget

	Initial Budget <u>Oct. 1997</u>	Revised Budget <u>Nov. 1998</u>
Construction	\$ 2,067,200	\$ 2,348,400
Architectural/Engineering Support	206,700	118,815
Planning and Supervision	103,400	58,700
Contingency	<u>206,700</u>	<u>164,400</u>
TOTAL	<u>\$ 2,584,000</u>	<u>\$ 2,690,315</u>

University officials requested approval of a revised project budget in the amount of \$2,690,315, an increase of \$106,315. The revised budget includes additional funding from University Hospitals Building Usage Funds to allow award of the construction contract as recommended by the university. In addition, the revised budget includes funds to remove asbestos from the project area.

Four bids were received for the base bid and six alternates on September 17, 1998. All of the Base Bids exceeded the engineering estimate of \$1,566,003 by a range of 4.8 percent to 16.2 percent. McComas-Lacina Construction Company submitted the low Base Bid of \$1,641,714.

University officials wish to award a contract which would include the six alternates. These would provide general, mechanical and electrical work for the entire project area, install variable speed drives for the air handling units for energy conservation purposes, upgrade the fire alarm system, and install piping insulation. University officials believed that all of the work included in the alternates is essential to the operation of the DeGowin Blood Center and therefore recommended award of the six alternates with the base bid.

The low bid submitted for the base bid plus the six alternates is within the engineering estimate. When all of the alternates are included, the four bids have a range of approximately 8.6 percent, indicating that they are competitive for the work. University officials wish to award the construction contract for the Base Bid plus the six alternates to Knutson-MidAmerica Construction Services in the amount of \$2,287,900. (This firm submitted the second low Base Bid.) However, this amount exceeded the initial construction budget, and there are insufficient contingency funds to allow award of the construction contract without a revised budget.

The revised project budget also reflected increases in the project scope to incorporate additional required work which was identified following approval of the initial project budget in October 1997. This included the removal of asbestos from the floor tile, ceiling system and pipe insulation, and modification of the heating, ventilating and air conditioning system in response to code changes.

University officials evaluated possible reductions to the project scope in an effort to reduce the project costs. However, the university has determined that a reduced project scope

would not meet the functional requirements of the Blood Center. In addition, since the bids are considered a fair representation of the work, the university does not believe that re-bidding the project would lead to more favorable bids.

Award of the construction contract for the Base Bid plus Alternates #1 through #6 to the low bidder, Knutson-MidAmerica Construction Services, in the amount of \$2,287,900, was recommended.

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

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ARCHITECT/ENGINEER AGREEMENTS

Iowa Advanced Technology Laboratories—Third Floor Laboratories \$89,500
Herbert Lewis Kruse Blunck, Des Moines, Iowa

University officials requested approval of the negotiated agreement with Herbert Lewis Kruse Blunck. The agreement provides for preliminary planning services only. This will include review of the project program and building code compliance, determination of mechanical/electrical systems, and preparation of laboratory sketches, floor plan alternatives, and construction costs estimates. The university will return to the Board following completion of this work for approval of the schematic design, agreement for design development services, and the project budget.

The agreement provides for a fee of \$74,500 plus \$15,000 for reimbursables, for a total fee of \$89,500.

University Hospitals and Clinics—Electronic Lighting Ballast Installation \$59,000
Design Engineers, Cedar Rapids, Iowa

University officials requested approval to enter into an agreement with Design Engineers to provide design services for the project. Since approval of the project in 1989 the university has proceeded with the design of certain components utilizing university staff. However, the project design has not been completed due to technology changes and the lack of available staff to complete the work. Therefore, university officials wish to enter into the agreement with Design Engineers for completion of the project design. The agreement provides for a fee of \$54,000 plus \$5,000 for reimbursables, for a total fee of \$59,000.

CONSTRUCTION CONTRACTS

University Hospitals and Clinics—DeGowin Blood Center Relocation
Award to: Knutson-MidAmerica Construction Services, Inc., Iowa City, Iowa

Base Bid of \$1,679,700, plus Alternate #1 of \$279,000, plus Alternate #2 of \$135,500, plus Alternate #3 of \$155,400, plus Alternate #4 of \$19,600, plus Alternate #5 of \$8,300, plus Alternate #6 of \$10,400 =

TOTAL AWARD OF: \$2,287,900

(4 bids received)

University officials requested approval of the award of the construction contract for the Base Bid plus Alternates #1 through #6 to the low bidder, Knutson-MidAmerica Construction Services, in the total amount of \$2,287,900.

University Hospitals and Clinics—Department of Neurology Clinical \$609,783
Division Expansion

Award to: McComas-Lacina Construction Company, Iowa City, Iowa
(4 bids received)

Macbride Hall—Correct Fire Safety Deficiencies—Install Sprinkler System, \$564,000
Basement, Ground, First and Second Floors

Award to: Unzeitig Construction Company, Cedar Rapids, Iowa
(2 bids received)

Library Area Master Plan—North Pedestrian Walkway and South Plaza
Development—Underpass Site Improvements \$47,372
Award to: All-American Concrete, West Liberty, Iowa
(3 bids received)

ACCEPTANCE OF COMPLETED CONSTRUCTION CONTRACTS

700 South Clinton—Remodel for State Archaeologist and Broadcasting Services
Selzer-Werderitsch Construction Company, Iowa City, Iowa

1999 Parking Ramp Preventative Maintenance
Paragon Constructors, Minneapolis, MN

Institutional Roads—Hawkins Drive Reconstruction
Metro Pavers, Iowa City, Iowa

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

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

University officials requested approval to renew its lease as lessor with Solltech/Caviforce for its use of 694 square feet of office space at the rate of \$578.33 per month (\$10 per square foot, \$6,940 per year) for a one-year period commencing December 1, 1998 through November 30, 1999.

University officials requested approval to renew its lease as lessor 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 commencing December 1, 1998 through May 31, 1999.

MOTION: Regent Lande moved to approve the leases, as presented. Regent Fisher seconded the motion, and upon the roll being called, the following voted:
AYE: Ahrens, Arenson, Fisher, Kelly, Lande, Newlin, Pellett, Smith.

NAY: None.
ABSENT: Kennedy.

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, November 18 and 19, 1998.

On the morning of Thursday, November 19, the Board of Regents toured selected areas of the Iowa State University campus which included walking tours of the addition to Kildee Hall, which was dedicated on November 7, and Beardshear Hall, which is one of 5 buildings that university officials intend to renovate with internal funds. Buildings which the Regents drove by and discussed included the National Swine Research Facility, the proposed site for a new building for 4-H and Extension, Administrative Services Building which houses administrative data processing, purchasing, accounting and extension publications. The Administrative Services Building project has freed up space on the campus. The Regents drove past the site of Hawthorn Court building project which will eventually house 2,000 apartment-style beds.

At the Kildee Hall addition the Regents walked through the Ensminger Room and viewed a mosaic mural which is part of the art in public buildings program. The mosaic depicts many aspects of the livestock industry. The Regents were told about a laboratory in the building which is dedicated to meat science. Food safety and consumer confidence is a critical area. In the laboratory meat can be packaged, removed to irradiation, and then brought back to the laboratory for determination of shelf life, etc.

President Jischke stated that Kildee Hall is very important strategically for Iowa State University. The university's animal science program is one of the top four such programs in the country. With the addition to Kildee Hall, he expects the animal science program to become #1 in the nation!

The Regents toured a classroom for live animals in the Farm Bureau Pavilion of Kildee Hall.

As the Regents continued their driving tour, President Jischke pointed out that Palmer Hall was one example of building projects on campus that are being financed without state appropriations. He said three areas of capital needs are 1) ongoing annual maintenance, 2) major renovation due to cumulative wear and tear, and 3) new facilities. He noted that because of the farm crisis of the 1980s, the university fell behind on all accounts. University officials are spending \$7 million per year on building renovation but should be spending at least \$10 million (about 1 percent of the value of the academic buildings). There has been a decrease in the deferred maintenance estimate for the campus.

President Jischke noted that more students take courses in chemistry every year than in any other department on the campus except perhaps mathematics. Iowa State University is in the midst of a 20-year renovation program of Gilman Hall, in which chemistry students study, that has taken place in stages.

As the Regents drove past Snedecor Hall they were informed that the building houses the statistics program which is among the most eminent programs on the campus. Davidson Hall was built in 1992. Some of the brightest students on the campus, those in agricultural and biosystems engineering, take classes in the building. Coover Hall, built in 1950 and 1959, is "home" to electrical and computer engineering programs. The digital revolution has taken place since the building was built.

President Jischke pointed out that the College of Design building addition has been funded by private and internally-generated funds. When the building was first built, funds ran out and the auditorium was not built. The auditorium is now being incorporated into the addition.

President Jischke stated that the Engineering, Teaching and Research Complex is the largest project in the university's history. The project is being accomplished on time and within budget. Of the \$61 million total project budget, the state is providing approximately \$30 million.

The Student Services Building renovation cost of \$4 million is being internally generated.

The Regents drove through the residence facilities area. One of the buildings that will be renovated is State Gym. Each of two quads will be served by a recreation facility.

At Beardshear Hall the Regents were informed that the Student Services Center is at the heart of the campus. The new Student Answer Center is housed on the first floor of Beardshear Hall. The goal of the Student Answer Center is for students to get 80 percent of their business done at that one location. The center is a cooperative venture of the provost's office, business and finance, and student affairs.

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

Register of Personnel Changes for October 1998 that included three requests for early retirement and two requests for phased retirement.

ACTION: The personnel transactions were approved, as presented, on the consent docket.

ACCEPTANCE OF THE POST-AUDIT REPORT FOR THE MAJOR IN INTERDISCIPLINARY STUDIES. The Board Office recommended the Board refer the post-audit report for the Major in Interdisciplinary Studies in the College of Liberal Arts and Sciences at Iowa State University to the Board Office and the Interinstitutional Committee on Educational Coordination for review and recommendation.

Board of Regents Policy (Procedural Guide 6.07) requires that all new programs be evaluated after five years (or after the first graduation class if later) to ensure that the program has met the initial objectives of the program. This requirement is part of the Board's "quality assurance" program and is related to KRA 1.1.0.0. in the Board of Regents Strategic Plan. Iowa State University has completed a post-audit review of its Major in Interdisciplinary Studies in the College of Liberal Arts and Sciences which was approved by the Board in 1992. At the time of its initial approval, the program was proposed to replace the former Individual major and the major in Distributed Studies.

The program has served a need for those students seeking an area of study not currently offered by the University. This is a critical option for certain students to develop a degree program, under faculty guidance, that fits their individual academic interests that may cross disciplines and combine interdisciplinary studies in ways not possible within a single departmental major. A high percentage of graduates have gone on to graduate study or have found employment in a related field of their choice.

The program required almost no additional resources since it was built on existing faculty and instructional resources. Actual program expenditures are negligible.

ACTION: This matter was referred, on the consent docket.

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

APPROVAL OF PROGRAM STATEMENTS AND DESIGN DOCUMENTS

Hawthorn Court Development

Vice President Madden stated that due to time constraints university officials requested to defer until December the approval of the schematic design for this project.

This item was deferred to the December 1998 Board meeting.

PROJECT DESCRIPTIONS AND BUDGETS

Hawthorn Court Apartments—Phase 2 \$25,430,500

Preliminary Budget

Construction Costs	\$ 23,725,028
Professional Fees	1,705,472

TOTAL	<u>\$ 25,430,500</u>
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Source of Funds:

Dormitory System Revenue Bonds	\$ 24,730,500
Income from Utility Enterprise	700,000

TOTAL	<u>\$ 25,430,500</u>
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University officials requested approval of the project budget in the amount of \$25,430,500 for Phase 2 of the Hawthorn Court Development project. The Phase 2 project will construct additional apartment buildings to house approximately 1,000 beds.

The project budget included the costs associated with installation of the utility infrastructure to provide university utilities to the Hawthorn Court area. This work was not included for the Hawthorn Court Development project as presented in the Residence System Master Plan. However, the university has determined that it is more cost-effective to provide university utility services to the area. The cost for installation of the infrastructure will be recovered from user rates over a five year period.

The plan for issuance of Dormitory Revenue Bonds for the Phase 2 project has yet to be determined.

This item was deferred to the December 1998 Board meeting.

Gilman Hall—Second Floor—Keck Renovation \$605,000
Source of Funds: ISU Foundation

Preliminary Budget

Construction Costs	\$ 575,800
Professional Fees	29,200

TOTAL	<u>\$ 605,000</u>
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University officials requested approval of a project description and budget in the amount of \$605,000 to renovate approximately 3,000 square feet of the second floor of Gilman Hall. The project will develop laboratory space for use by the Department of Chemistry for the fabrication of microminiature scientific instruments. The new laboratory will be part of the university's Microanalytical Instrumentation Center. The project will be funded by a grant from the W. M. Keck Foundation of Los Angeles. The Keck Foundation supports research projects for new scientific initiatives and has a history of supporting projects that lead to scientific advances and new technology development.

The project included the installation of clean room facilities, ventilation systems, fume hoods, and laboratory benches for wet etching, sample handling and sample testing. The facility will be composed primarily of two main areas consisting of approximately 1,000 square feet of clean rooms and clean space, plus the service, maintenance, entrance corridor, and gowning areas. The clean rooms and clean space will be designed to minimize intrusion by maintenance and servicing personnel to maintain the required cleanliness level of the area.

Because of the specialized nature of clean rooms and the exacting tolerances they must meet, the project components will be purchased as a design-build turnkey package and bid through normal purchasing procedures. The vendor will be responsible for design and installation, and acceptance of the contract will be based on demonstrated compliance with the university's design criteria.

Parks Library—First Floor Renovation
Source of Funds: Building Repair Funds

\$300,000

Preliminary Budget

Construction Costs	\$ 209,010
Movable Equipment	54,368
Professional Fees	30,409
Relocation	6,213
 TOTAL	 <u>\$ 300,000</u>

University officials requested approval of a project description and budget in the amount of \$300,000 to replace the flooring and furniture on the first floor of Parks Library. The project will also correct minor deferred maintenance items on the first floor of the building.

The project will replace a total of approximately 25,500 square feet of the original parquet floor and carpeting in the third addition area, the reference collection area, and the reserve reading room. The existing parquet floor is worn and will be replaced with more durable terrazzo tile flooring. The carpeting is more than 15 years old and is worn and faded. The new furnishings will include seating for the open study, main catalog atrium, and reference CD-ROM areas, as well as a new desk for the reference area.

The Parks Library is a historically significant structure. However, university officials reported that no changes will be made to the building exterior to negatively impact the architectural significance of the building.

Center for Transportation Research and Education—
ISU Research Park—Building #3
Source of Funds: Facilities Overhead Use Allowance

\$270,000

Preliminary Budget

Movable Equipment	\$ 157,500
Construction Costs	46,000
Relocation	38,550
Professional Fees	27,950
TOTAL	<u>\$ 270,000</u>

University officials requested approval of a project description and budget in the amount of \$270,000 for the design and equipping of 14,000 square feet of space in the Iowa State University Research Park which will house the Iowa Transportation Center. The space will be leased by the center under an agreement approved by the Board in September 1998. The center plans to occupy the space upon completion of construction which is estimated to occur by January 15, 1999.

The project will be managed by the Research Park Corporation and will include furniture design, project management, and construction management services. The Research Park has contracted with RDG Bussard Dikis of Des Moines, Iowa, for architectural design services. The remaining services will be provided by university staff.

Hawthorn Court Development—Phase 1

Sept. 1998 Budget \$25,913,000
Nov. 1998 Budget \$26,733,700

Project Budget

	Initial Budget Sept. 1998	Revised Budget Nov. 1998
Construction Costs	\$ 22,684,221	\$ 23,253,971
Professional Fees	1,128,779	2,179,729
Movable Equipment	2,100,000	1,300,000
TOTAL	<u>\$ 25,913,000</u>	<u>\$ 26,733,700</u>
Source of Funds:		
Dormitory System Revenue Bonds	\$ 25,913,000	\$ 25,793,700
Income from Utility Enterprise		700,000
Dormitory System Surplus Funds		240,000
TOTAL	<u>\$ 25,913,000</u>	<u>\$ 26,733,700</u>

University officials requested approval of a revised project budget in the amount of \$26,733,700, an increase of \$820,700. The increase reflects the costs associated with the installation of utility infrastructure to provide university utilities to the Hawthorn Court area, and the cost for demolition of the existing Hawthorn Court buildings.

The utility work was not included for the Hawthorn Court Development project as presented in the Residence System Master Plan. University officials determined that it is more cost-effective to provide university utility services to the area. The cost for installation of the infrastructure will be recovered from user rates over a five-year period.

The Residence System Master Plan indicated that it would be necessary to raze the existing Hawthorn Court apartment buildings, which were constructed in 1956 through 1959, to accommodate the Hawthorn Court Development project. University officials determined that the demolition work will be included in Phase 1 of the project. The demolition cost will be funded by Dormitory System Surplus Funds.

This item was deferred to the December 1998 Board meeting.

State Gymnasium Remodeling

Sept. 1997 Budget \$1,111,990
Nov. 1998 Budget \$1,111,990

Project Budget

	Initial Budget Sept. 1997	Amended Budget Nov. 1998
Construction Costs	\$ 959,579	\$ 959,579
Professional Fees	152,411	152,411
TOTAL	<u>\$ 1,111,990</u>	<u>\$ 1,111,990</u>

Source of Funds:		
General University Funds	\$ 120,000	\$ 494,074
Facilities Overhead Use Allowance	213,022	213,022
Building Repair Funds	191,968	191,968
Income from Treasurer's Temporary Investments	587,000	167,926
Parking Systems	0	45,000
TOTAL	<u>\$ 1,111,990</u>	<u>\$ 1,111,990</u>

University officials requested approval of an amended project budget which reflects the inclusion of an additional fund source but does not change the total project budget. The source of funds reflected the addition of \$45,000 from Parking System Funds. University officials determined that it is appropriate to include parking funds as one source of funds since the project includes construction of additional parking stalls. The revised budget also reflected an increase of \$374,074 in general university funds, and a reduction of \$419,074 in Income from Treasurer's Temporary Investments. The adjustment between the fund sources is based on the availability of these funds.

* * * * *

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

ARCHITECT/ENGINEER AGREEMENTS

Linden Hall—Roof Replacement and Masonry Repairs \$53,893
Wells Woodburn O'Neil, West Des Moines, Iowa

University officials requested approval to enter into an agreement with the firm of Wells Woodburn O'Neil to provide design services for the project. The agreement provides for pre-design through construction phase design services with a maximum fee of \$53,893, including reimbursables.

Hawthorn Court Development—Phase 1 \$1,454,689
Reitz Consultants, Ames, Iowa

University officials requested approval to enter into an agreement with Rietz Consultants for the development of design and construction documents, bidding, and construction for the Phase 1 project. The agreement will include the services of a housing design consultant, landscape architectural and civil engineering consultant, cost consultant, and mechanical/electrical engineering consultant.

The agreement provides for a fee of \$1,373,791 for basic services, with a maximum of \$80,898 for reimbursables, for a total fee of \$1,454,689.

This item was deferred to the December 1998 Board meeting.

Amendments:

Engineering Teaching and Research Complex Amendment #3 \$58,400

Brooks Borg and Skiles, Des Moines, Iowa

University officials requested approval of Amendment #3 in the amount of \$58,400 to the agreement with Brooks Borg and Skiles. The amendment will provide compensation for additional design services to incorporate changes into the construction documents which were requested by the users of the facility. The changes consist of revisions to the room layouts and equipment for the general use classrooms on a portion of the first and second floors.

Amendment #3 will not result in an increase in the total project budget.

Agronomy—Plant Transformation Greenhouse

\$4,100

Howard R. Green Company, Cedar Rapids, Iowa

Engineering Teaching and Research Complex \$16,200
Brooks Borg and Skiles, Des Moines, Iowa

Hawthorn Court Development—Phase 1 \$29,230
Reitz Consultants, Ames, Iowa

This item was deferred to the December 1998 Board meeting.

CONSTRUCTION CONTRACTS

State Gymnasium Remodeling \$724,500
Award to: Woodruff Construction Company, Fort Dodge, Iowa
(4 bids received)

Telecommunications—Outside Plant system Upgrade—Phase 2B \$676,600
Award to: Cable Tech, Inc., Waukee, Iowa
(5 bids received)

Utilities—Heating Plant—Cooling Tower 1 and 2 Replacement--
Basin and Electrical Modifications \$357,000
Award to: Woodruff Construction Company, Fort Dodge, Iowa
(2 bids received)

Engineering Teaching and Research Complex—Forker Tennis Court
Lighting \$37,200
Award to: Voltmer, Inc., Decorah, Iowa
(2 bids received)

FINAL REPORTS

Iowa State Center—Steam Line Loop \$569,996.65

MOTION: Regent Arenson moved to approve the university's capital register, as presented, except the Hawthorne Court project which was deferred. Regent Lande seconded the motion. MOTION CARRIED UNANIMOUSLY.

President Newlin then asked Board members and institutional officials if there were additional items for discussion pertaining to Iowa State University.

President Jischke asked to take the opportunity to introduce Interim Provost Designate Dick Seagrave. He said he was delighted that a member of the faculty of such stature would take on this responsibility. Dr. Seagrave will begin as provost on January 1, 1999.

UNIVERSITY OF NORTHERN IOWA

The following business pertaining to the University of Northern Iowa was transacted on Wednesday and Thursday, November 18 and 19, 1998.

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

Register of Personnel Changes for October 1998.

ACTION: The university's personnel transactions were approved, as presented, on the consent docket.

REQUEST TO CONSTRUCT FM REPEATER STATION. The Board Office recommended the Board approve the construction of a low-power non-commercial educational repeater station to serve Oskaloosa, Iowa, as a partnership between the University of Northern Iowa and Iowa State University.

The University of Northern Iowa and Iowa State University sought permission to apply to the Federal Communications Commission to construct a low-power non-commercial educational FM repeater station that will serve Oskaloosa, Iowa. This station would provide the first educational FM service to approximately 20,000 people within the transmitter's 1 mV/m signal contour.

This joint action was prompted by the potential loss of existing audience in Oskaloosa. A new station is being proposed there by an out-of-state group that will cause interference in the area to the fringe reception of both KUNI and WOIFM. To counter this signal interference UNI proposed a partnership with WOIFM where both stations will serve the area on two channels using a common antenna and common engineering support. This combined project would assure that existing and future listeners to KUNI and WOIFM will have interference-free service at Oskaloosa. The project also has numerous cost saving advantages since both university facilities will share a single tower and other equipment. The programming of KUNI and WOI differs considerably; therefore the services will be complementary.

Regent Lande said that in view of the conflict between the frequencies he felt the Board should approve the university's request. However, he stated for the record that he would oppose any other transmitter stations until he receives the in-depth report that he originally requested during his first year on the Board of Regents and which he has since requested on several more occasions.

Regent Pellett said she was pleased about the cooperation between the universities.

MOTION: Regent Lande moved to approve the construction of a low-power non-commercial educational repeater station to serve Oskaloosa, Iowa, as a partnership between the University of Northern Iowa and Iowa

State University. Regent Arenson seconded the motion. MOTION CARRIED UNANIMOUSLY.

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

PERMISSION TO PROCEED WITH PROJECT PLANNING

Residence System—Deferred Maintenance and Fire Safety

The deferred maintenance and fire safety improvements for the residence system facilities are anticipated to include:

- Bartlett Hall Roof and Fire Alarm System
- Bender Hall Building Envelope, Phase II, Doors and Hardware, Elevators and Restrooms
- Commons Ballroom and Georgian Lounge
- Dancer Hall Elevators
- Hillside Courts Apartments – Building Envelope, Phase III and Roofs, Phase III
- Lawther Hall Roof and Fire Alarm System
- Rider Hall – Window Replacement
- Towers Dining Center, Bender Hall and Dancer Hall Plaza

At its March 1998 meeting the Board approved the university's residence system ten-year plan for FY 1999 through FY 2008 with the understanding that a comprehensive long-term plan would be developed by March 1999 that reevaluates and reestimates facilities improvements. University officials included a preliminary master plan summary with its docket submittal. The plan addresses correction of deferred maintenance and fire safety needs to maintain and improve the residence system facilities. The improvements planned to be undertaken by the university will allow the facilities to be maintained at a level that will serve the university for the distant future.

University officials requested approval to proceed with project planning at this time in order to initiate the selection process for architectural and engineering services. This would allow the planning and design work to be completed so that construction can commence in the spring or summer of 1999. This schedule has been designed to minimize disruption to students and services in the residence hall facilities.

University officials will proceed with approval of the project descriptions and budgets and architectural/engineer agreements in accordance with Board procedures. University officials anticipate retaining several architectural/engineering firms to provide planning and design services for the anticipated components.

The initial funding for the planning and design costs will be provided by the Residence System. These costs will be reimbursed by proceeds from the sale of the Dormitory System Revenue Bonds scheduled to be issued in July 1999. If university officials determine that it is advantageous to begin construction prior to the bond sale, Board approval of a reimbursement resolution will be requested to allow construction costs to be reimbursed from the bond proceeds.

ACCEPTANCE OF COMPLETED CONSTRUCTION CONTRACTS

Bartlett Hall—Building Envelope

\$107,551.60

Technical Specialty Systems, Cedar Rapids, Iowa

Physical Education Center—HVAC System
Young Plumbing and Heating Company, Waterloo, Iowa

\$570,059.04

MOTION:

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

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

IOWA SCHOOL FOR THE DEAF

The following business pertaining to the Iowa School for the Deaf was transacted on Wednesday and Thursday, November 18 and 19, 1998.

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

Register of Personnel Changes for October 1998.

ACTION: The personnel transactions were approved, as presented, on the consent docket.

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

PROJECT DESCRIPTIONS AND BUDGETS

<u>Residence, Director of Facilities—Construct Addition</u>	<u>\$25,000</u>
Source of Funds: Lease Income	

Iowa School for the Deaf officials requested approval of a project description and budget in the amount of \$25,000 to construct an addition of approximately 500 square feet to the residence occupied by the school's Director of Facilities. The addition will provide an additional bedroom and bathroom for the residence. The project will also reconfigure the rear entrance to the house for improved access.

The residence is leased to the Director of Facilities as a condition of employment. The lease agreement requires the Director of Facilities to assume responsibility to observe and report any unusual activity on campus, and to be available to assist in campus emergencies.

The project will be funded by income from the school's lease agreements. This includes payments on more than 11,000 square feet of leased space on campus and rental payments for the staff residences. The total lease income for FY 1999 is estimated at more than \$85,000. The school has committed use of the lease income for expenditures on its campus facilities. This would include, but is not limited to, building modifications and additions, deferred maintenance and fire safety improvements, utilities and custodial services.

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

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

School officials requested approval of an amendment to its lease as lessor with Children's Choice Country. The tenant currently leases 2,889 square feet of space for a day care center on the first floor of the Infirmary Building on the Iowa School for the Deaf campus. This space is leased at the rate of \$1,300 month (\$5.40 per square foot, \$15,600 per year) through June 30, 1999.

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

MOTION CARRIED.

TRANSITIONING REPORT – NEBRASKA STUDENTS. The Board Office recommended the Board receive the report regarding Nebraska students at the Iowa School for the Deaf.

The Iowa School for the Deaf has enrolled 24 Nebraska students. Twenty-one students are for educational and residential programs, one student is for the educational programs only, and one (who has yet to arrive) is for the residential program only. The mediation process for another student concluded with a split decision whereby the student will attend Iowa School for the Deaf for half day and the Omaha Public Schools for half day. There are two new admission requests from Nebraska students. Both are likely admits.

Iowa School for the Deaf contracted with an external vendor, Dr. Gary Holman of Vancouver, Washington, to assess the assimilation process of the new Nebraska and Iowa students into the Iowa School for the Deaf program. The report addresses the status of 35 deaf students as they enter the Iowa School for the Deaf as new enrollees for the 1998-1999 school year and includes students transferring into Iowa School for the Deaf from the Nebraska School for the Deaf, Nebraska public schools, and Iowa public schools. In a few cases, the students' entry into Iowa School for the Deaf marks their first formal educational experience.

Dr. Holman distributed surveys to parents of the new students and solicited comments from teachers and residential staff members with respect to each new student.

Dr. Holman conducted interviews with one or both parents of 30 students and discussed the following components: 1) initial impression about Iowa School for the Deaf, 2) academic placement appropriateness, 3) communication with school personnel, 4) residential living, 5) social aspects, 6) food service, and 7) transportation.

The report concluded with commendations for the administration and staff of the Iowa School for the Deaf for their efforts in making new students comfortable. Surveys from parents, teachers, and staff members show positive feelings about student class placement, social adjustment, residential programming, food service, and transportation. The report reflects the general feeling of those surveyed about initial efforts to educate parents and students about Iowa School for the Deaf. As students progress through the school year, comments will change and become more objective. Dr. Holman recommended that a follow-up survey be conducted in the spring of 1999 to make sure all

of the staff members continue to be sensitive to the needs of parents and their children and that communication avenues are maintained.

In the opinion of Dr. Holman, "ISD has done a masterful job of accepting new deaf students into its school and residential programs."

Iowa School for the Deaf officials plan to repeat this external evaluation next April or May to determine the continuation of Iowa School for the Deaf transitioning successes.

Superintendent Johnson stated that Iowa School for the Deaf continues to receive additional students. At a later time he will provide the Board members with information on other issues about which the school is becoming involved.

Regent Pellett said she looked forward to receiving a further report.

ACTION: President Newlin stated the Board received the report regarding Nebraska students at the Iowa School for the Deaf, by general consent.

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, November 18 and 19, 1998.

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

Register of Personnel Changes for the period September 20 through October 17, 1998.

ACTION: The personnel transactions were approved, as presented, on the consent docket.

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

ADJOURNMENT.

The meeting of the State Board of Regents adjourned at 12:19 p.m., on Thursday, November 19, 1998.

Frank J. Stork
Executive Director