

The Board of Regents, State of Iowa, met on Wednesday and Thursday, November 17 and 18, 1999, at Iowa State University, Ames, Iowa. The following were in attendance:

	<u>November 17</u>	<u>November 18</u>
<u>Members of Board of Regents, State of Iowa</u>		
Mr. Newlin, President	All sessions	All sessions
Ms. Ahrens	By phone	By phone from 8:58-11:58 a.m.
Mr. Fisher	All sessions	All sessions
Dr. Kelly	All sessions	All sessions
Mrs. Kennedy	All sessions	All sessions
Mr. Lande	All sessions	All sessions
Mr. Neil	All sessions	Excused at 1:05 p.m.
Mrs. Smith	All sessions	All sessions
Dr. Turner	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 Hendrickson	All sessions	All sessions
Associate Director Kniker	All sessions	All sessions
Associate Director Racki	All sessions	All sessions
Assistant Director Gonzalez	All sessions	All sessions
Minutes Secretary Briggie	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
Dean Kelch	Excused	All sessions
Dean Vaughan	All sessions	All sessions
General Counsel Schantz	All sessions	Excused
Mr. Murphy	Excused	All sessions
<u>Iowa State University</u>		
President Jischke	All sessions	All sessions
Provost Richmond	All sessions	All sessions
Vice President Hill	All sessions	All sessions
Vice President Madden	All sessions	All sessions
Vice Provost Swan	Excused	All sessions
Executive Assistant to President Dobbs	All sessions	All sessions
Assistant to the President Mukerjea	All sessions	All sessions
Director McCarroll	All sessions	All sessions
<u>University of Northern Iowa</u>		
President Koob	All sessions	All sessions
Provost Podolefsky	All sessions	All sessions
Vice President Conner	All sessions	All sessions
Director Chilcott	All sessions	All sessions
Assistant Director Saunders	All sessions	Excused
<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 Young	All sessions	All sessions
<u>Iowa Braille and Sight Saving School</u>		
Superintendent Thurman	All sessions	All sessions
Director Utsinger	All sessions	Excused
Principal Hooley	All sessions	Excused

GENERAL

The following business pertaining to general or miscellaneous business was transacted on Wednesday and Thursday, November 17 and 18, 1999.

President Newlin welcomed everyone to the last November meeting of the Board of Regents in this millenium!

President Newlin introduced Mr. Dennis Parmeter, newly-elected member of the Iowa House of Representatives.

APPROVAL OF MINUTES OF BOARD MEETING OF OCTOBER 20-21, 1999, AND REVISED MINUTES OF BOARD MEETING OF SEPTEMBER 16, 1999. The Board Office recommended the Board approve the minutes.

President Newlin asked if there were further additions or corrections to the minutes.

ACTION: President Newlin stated the Board approved the minutes of the October 20-21, 1999, meeting and the revised minutes of the September 16, 1999, meeting, by general consent.

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

Ratify personnel transactions at the Regent institutions;

Approve the request from Iowa State University to add MTEC Photoacoustics, Inc., to the university's list of approved vendors with a potential conflict of interest;

Approve the Board meetings schedule; and

Refer the proposed request to change the name of the Department of Sport, Health, Leisure, and Physical Studies to the Department of Health, Leisure, and Sport Studies and to change the name of the B.S., M.A., and Ph.D. degrees to

reflect that new title to the Board Office and the Interinstitutional Committee on Educational Coordination for review and recommendation.

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

INTERINSTITUTIONAL COMMITTEE ON EDUCATIONAL COORDINATION.

(a) Annual Committee on Educational Relations Report. The Board Office reported that this item was deferred to the December Board meeting.

(b) Annual Report of Registrars and Admissions Officers Committee. The Board Office recommended the Board (1) receive the report from the Regent Registrars and Admissions Officers (RRAO) and (2) approve modification of Section 107.B of the Board of Regents Procedural Guide to add the Directors of Admissions to the RRAO membership and delete RRAO responsibility for reviewing residency reviews upon referral from the Board of Regents.

While many coordination activities were undertaken by the committee during this past year, three projects warranted specific mention:

Project EASIER (a project facilitating electronic data exchange between the K-12 institutions and the Regent universities) – The RRAO reported that the continued cooperation between the Iowa Department of Education and the Regent universities is bringing Electronic Data Interchange (EDI) closer to being a reality. As reported in the latest Project EASIER brochure, produced by the Iowa Department of Education: "Throughout Iowa there are 150 participating school districts currently involved in Project EASIER and several others, including nonpublic schools and one private college, on a waiting list." Since the Regent universities have been transmitting transcripts electronically for more than five years, the committee was delighted to assist other educational sectors, including several of Iowa's community colleges, in this important endeavor.

Alternative High School Curriculum – The RRAO has been involved in studying and evaluating alternative high school curricula. Michael Barron (University of Iowa) chaired a committee that consisted of academic administration, faculty, and staff from all three Regent universities and has submitted a final report to the Regents Committee on Education (RCER) which will be renewed during fiscal year 1999-2000.

ACT, Iowa Community College, and Regent University Research Project – The Regent universities are working with Iowa's community colleges and ACT to study the migration of students between the community colleges and the Regent universities. Fiscal year

1998-1999 was the third year of this effort and hopefully a meaningful report can be issued during fiscal year 1999-2000.

RRAO officers for 1999-2000 are Marc Harding (University of Iowa), Chair; Phil Patton (University of Northern Iowa), Vice Chair; and, Kathy Jones (Iowa State University), Secretary.

Jerry Dallam, University of Iowa Registrar, presented the report on behalf of the Registrars and Admissions Officers Committee.

Regent Smith asked if the Regents had received a brochure on Project EASIER. Mr. Dallam responded that the Regents had not received a brochure. He said he believed that one could be obtained from the Iowa Department of Education and distributed to all of the Regents. President Newlin asked that Director Barak provide a copy of the brochure to all of the Regents.

Regent Smith referred to the collaborative effort between the Regent universities, Iowa's community colleges and ACT to study the migration of students between the community colleges and the Regent universities. She said the Regents diversity priority study group members have been talking about ways to attract students of color from the community colleges. Would information on race be part of the data that is collected?

Mr. Dallam said race was not currently part of the data being collected but it could be. Regent Smith stated that information on race would be very helpful.

Regent Smith referred to the committee's efforts with alternative high schools and asked if the Regent institutions accept students from alternative high schools in Iowa.

Mr. Dallam responded that students from alternative high schools are being accepted at Regent universities. He said a committee of academic administration, faculty, and staff from all three Regent universities has been involved in studying and evaluating alternative high school curricula.

MOTION:

Regent Smith moved to (1) receive the report from the Regent Registrars and Admissions Officers (RRAO) and (2) approve modification of Section 107.B of the Board of Regents Procedural Guide to add the Directors of Admissions to the RRAO membership and delete RRAO responsibility for reviewing residency reviews upon referral from the

Board of Regents. Regent Ahrens seconded the motion. MOTION CARRIED UNANIMOUSLY.

PRELIMINARY REVIEW OF STRATEGIC PLANS. (a) University of Iowa. The Board Office recommended the Board receive and review the University of Iowa strategic plan progress report.

University of Iowa officials identified seven goals in connection with its mission of *Achieving Distinction 2000*. They include 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. President Coleman noted last month that it is necessary to make substantial progress on these goals as the university moves toward more sharply focused goals in the new strategic plan.

The University of Iowa's first four goals relate to the Board's key result area (KRA) of quality. The KRA of access is addressed in certain indicators of goal 1 and goal 5. The KRA of diversity is addressed in the University of Iowa's goal 5 and goal 6. Throughout the strategic plan, University of Iowa officials reported its fiscal planning and funding efforts, which addresses accountability, the fourth of the Board's key result areas.

To measure and report progress, University of Iowa officials identified targeted indicators, which it defines 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.

University of Iowa officials distributed copies of the strategic plan at the Board meeting.

President Coleman stated that University of Iowa officials are eager to get started with the new strategic plan. University officials will continue to collect data under the old strategic plan for one more year. When they report on the strategic plan next year it will be a year short of the 5-year period for the targets.

With regard to goal 1 – comprehensive strength in undergraduate programs – President Coleman stated that university officials are committed to providing the best possible

learning environment for undergraduates. She said the 6-year graduation rate is the true bottom line on students earning degrees. With regard to goal 2 -- premier graduate and professional programs in a significant number of areas -- President Coleman stated that university officials strive to accelerate the improvement of the university's programs. She noted that the increase in the length of time to achieve a degree is a national trend. With regard to goal 3 -- a faculty of national and international distinction -- President Coleman stated that she is very proud of the rising faculty stars. She said goal 4 -- a record of distinguished research and scholarship -- is inseparable from goal 3.

President Newlin asked that President Coleman make available to the Regents the tables and bar graphs she was using in her Power Point presentation.

Regent Kennedy referred to goal 2 and asked why one of the benchmarks -- ratio of applications to admits to accepts -- was dropped. President Coleman said that benchmark was used early on. Even though that data is monitored, it varies dramatically, for instance, from the Writer's Workshop to some of the other Master's degree programs. The data is not very useful to university officials.

President Coleman discussed goal 5 -- a culturally diverse and inclusive university community -- and goal 6 -- strong ties between the university and external constituencies. With regard to goal 7 -- a high-quality academic and working environment -- President Coleman stated that thanks to Henry Tippie's \$30 million gift to the university, university officials are close to meeting target 7a. She stated that university officials' experience with the performance indicators has been invaluable.

President Newlin thanked President Coleman for the outstanding report and offered the Board's congratulations on university officials' efforts.

Regent Fisher asked, of all the performance indicators, what did President Coleman view as the most significant increases and what decreases caused the most concern?

President Coleman stated that she was pleased with the progress in getting more senior faculty into classrooms. Areas such as building renewal are challenging. Making sure that faculty are recognized for what they do is a very important indicator. She noted that some indicators are easier to reach than others. She was quite pleased with the progress in the area of ties with external constituencies. She noted that in the new strategic plan university officials will focus differently on the indicators that are chosen.

Regent Fisher asked what is the most prevalent crime on campus these days. President Coleman responded that physical assault was always a concern. By relative standards, the University of Iowa is a very safe community. She said university officials

need to focus a lot of attention on educating students to protect themselves. Anything relating to personal safety is a concern.

Regent Fisher asked if there were any trends regarding campus crime. President Coleman stated that there have been fewer problems in the last several years; however, university officials have to continue to be vigilant.

Regent Turner asked how soon the benefit of redirecting some of the tuition revenue to libraries would be seen. President Coleman stated that the university would not receive the funds to start that effort until next fall. However, university officials are in the process of hiring a new head of the university library. She said it is important in the recruitment for that person to know there will be resources available. Money will be available to hire people to keep the libraries open later. Students will see the benefit in the fall of the additional funds for library improvements. University officials are committed to getting that underway as soon as possible.

Regent Turner referred to Regent Fisher's questions regarding safety and crime on campus. She said it may be worthwhile to look at data from all five institutions to determine trends, etc. Executive Director Stork stated that the Board Office would gather some information.

Regent Lande asked about the decrease in off-campus programs utilizing the Iowa Communications Network. President Coleman responded that the decrease was very much related to what is being offered and who picks it up. The first year that programs were offered on the Iowa Communications Network there was a lot of excitement because it was new. Iowa Communications Network class offerings are no longer novel. This was probably not a good target. It was really a matter of the customer deciding what it wants.

Regent Neil asked what kinds of efforts did university officials foresee would be needed regarding the 4-year graduation rate. President Coleman stated that a faculty task force would provide her with specific recommendations in a few months. There will be a renewed emphasis on academics in the residence systems. Housing is very important. The 4-year graduation contract will help. There may be a need for more enhanced advising. She noted that the graduation rates are related to the high school GPA of the entering student. The higher the GPA, the higher the graduation rate.

President Newlin asked if university officials would set targets for graduation and retention rates in the new strategic plan. President Coleman responded that those targets would continue in the new plan.

GENERAL
November 17-18, 1999

President Newlin expressed appreciation for the booklet entitled "Implementing the Strategic Plan".

ACTION: President Newlin stated the Board received and reviewed the University of Iowa strategic plan progress report, by general consent.

(b) Iowa State University. The Board Office recommended the Board receive and review Iowa State University's strategic plan progress report.

To achieve its goal of becoming the nation's best land-grant university, Iowa State University officials selected six goals: (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.

The first two goals are consistent with the Board of Regents' key result area (KRA) on quality. The university's third goal and fifth goal relate to the Board's KRA on access. The Board's KRA on diversity is reflected in some of the indicators found in Iowa State University's fourth goal. Iowa State University's indicators for goal 6 on economic development relate to accountability, the Board's fourth KRA.

President Jischke stated that this past year, in many ways, was Iowa State University's most successful year. The success was the result of excellent work of the entire university community. He thanked them publicly for their outstanding work.

President Jischke asked to put what is being done at Iowa State University in a national context. He stated that for the past 4 years he has been involved in a national study of higher education through the Kellogg Commission. The commission identified 5 key issues that must be addressed for society: 1) student experience, 2) access and opportunity, 3) lifelong learning, 4) the engaged institution and 5) campus culture. He said educating students is the most important responsibility of a university to society. The five key issues, to President Jischke, made up a very land grant agenda. He said Iowa State University is well ahead of the wave. Iowa State University is as engaged an institution as there is in the nation and the world.

With regard to the complete strategic plan progress report, President Jischke presented highlights in a "returning to our roots" format. He said the 1998-99 academic year was a celebration of George Washington Carver. It was as inspirational a year as President Jischke has ever had in his 30 years in higher education. With regard to learning communities, he said there were 340 students in 1995 involved in learning communities

compared to 1,300 students last year. Seventeen-hundred (1,700) students this fall are involved in learning communities. He discussed student housing projects including Hawthorn Court and Maple Hall. In fall 1998 university officials unveiled the new student answer center. There are increasing study abroad opportunities for students. Project Vincent and now Project Acropolis expand technology for students. University officials need to find a way to finance the new Project Acropolis system. There is a cyber café in the College of Design, which he described. Students can now register on line. With regard to the quality of the university's intercollegiate athletics program, he provided the example of Stacy Frese who is an athletic and academic All American. He said the engineering career day was the largest event of its kind in the nation. He discussed placement rates for graduates. Enrollment is the highest since 1987. Retention is at a 10-year high. President Jischke stated that clearly all of these indicators show progress and most exceed the goals.

Last year Iowa State University officials hired 100 new faculty for this year due to the large number of retirements. President Jischke stated that in the area of putting lowans first was the bioinformatics initiative. University officials raised \$98 million privately for this initiative and have received additional sponsored funding. Iowa State University has a national swine research and information center. Sponsored research funding set an all-time new record last year. University officials have expanded programs in distance education. He discussed farm economy issues and the new global consortium for agriculture to address critical food issues.

President Jischke discussed the university's success in private fund raising each of the last 3 years. He said people believe in what Iowa State University is doing. He noted that all of Iowa State University's accomplishments are the result of a team effort. He asked to publicly thank all of the members of the team for their efforts.

Regent Neil thanked President Jischke for the very fine report. He asked what were seen as the biggest challenges for Iowa State University for the coming year. President Jischke stated that nothing was more pivotal than the quality of the people. The university is in the midst of a very large transition. They have been very fortunate at Iowa State University to attract very able and very loyal people. The university is in the marketplace again. How that will be carried out will be critical to the future of Iowa State University. There is tough competition. He said the growth of the stock market and increased opportunities for private fund raising are beginning to be the difference makers. The university can begin to compete for the very best people. There will be a reshuffling of the pack. For Iowa State University, as a public university, private resources may become more decisive than ever before. He stated that a second issue is how to do a better job of helping students succeed. The issue of success is very important as is access to success. Success belongs to those who are well educated.

Regent Kennedy referred to the goal regarding senior faculty in the classroom. She asked how university officials assess learning. President Jischke said he believed the Regents would be pleased with the university's new strategic plan. The plan will address learning, not undergraduate education. University officials assume that graduation is an indirect measure of learning. They are trying to find ways to measure learning and to help faculty understand the difference between teaching and learning. There are different styles of learning. University officials are trying to create a total environment that reinforces what goes on in the classrooms. They need to find ways to measure that, as well.

Regent Kennedy stated that if university officials focus on learning, the other things, like retention and graduation rates, will fall into place. She then referred to the percentage of faculty and staff involved in new or enhanced programs and at least one professional development activity. She expressed appreciation for that target and asked that the Regents be provided with more quantity of the results in the future. President Jischke stated that university officials have that information. The results were very reassuring – the percentage is in the 90s. He said everyone had the opportunity but not everyone took advantage of it.

Regent Turner referred to an Iowa State University program for young children entitled Science Bound and asked from where those students come. President Jischke responded that the students come from Des Moines schools. Students enroll in the 6th grade with their families. Science Bound is a 6-year program. Students come to meetings on Saturdays along with their parents or guardians. If a student stays with the program for 6 years, the student receives a full scholarship if the student is admissible. He said university officials work very hard to have a very robust way of supporting students. There is a \$180+ million student financial aid program at Iowa State University which means that the university is providing financial aid for about 2/3 of the student body. He said those figures were an indication of the extent to which university officials work to help students gain access to the university. University officials put a lot of emphasis on fund raising. The university provides support across a whole range of students including minority students, needy students, talented students, and students with special gifts such as athletes.

Regent Ahrens asked how much of the \$180 million is in the form of loans. President Jischke responded that roughly half of the \$180 million is in loans.

Regent Turner stated that when talking about accessibility it is not always an issue of financing. President Jischke said there is a growing body of data that for under-represented students the challenge is getting them through K-12 schools prepared to come to Iowa State University.

Regent Neil asked if university officials seek feedback from students on their perspective of how things could be improved. President Jischke responded affirmatively, noting that often university officials do not have to ask the students!

President Newlin thanked President Jischke for the excellent report.

ACTION: President Newlin stated the Board received and reviewed Iowa State University's strategic plan progress report, by general consent.

(c) University of Northern Iowa. The Board Office recommended the Board review progress made on the University of Northern Iowa's strategic plan.

The four goals of the University of Northern Iowa are to promote intellectual vitality, to promote a sense of community within the university, effectively to 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 in order to craft statements on the qualities of an educated person, and conducting surveys of students, faculty, and alumni on their opinions on the curriculum needed which would contribute to preparing an educated person. To assess these goals, University of Northern Iowa officials utilize some non-statistical instruments which are inherently harder to measure than the numerical goals.

Intellectual vitality, the first goal, is closely aligned with the first key result area (KRA) of the Board's strategic plan, quality. The second University of Northern Iowa goal, promoting a sense of community, addresses the Board's KRA on diversity. The Board's KRA on access is reflected also in the University of Northern Iowa's second goal on community as well as its fourth goal on enhancing external relations. The Board's fourth goal, accountability, relates to the University of Northern Iowa's strategic plan for internal and external resources.

President Koob stated that he would present some highlights of the performance indicators to assure the Regents that university officials are adhering to the strategic plan. He also discussed some of the tools that have been developed over the last several years. With regard to goal 1, intellectual vitality, he stated that the university's enrollment increase took university officials a little by surprise. With regard to quality classroom environment, he said the first of the tools to which he wished to introduce the Regents was one that helps students make curriculum decisions. There is a portal for the students and university called Access UNI. He discussed a function that is not found at any other university: a hypothetical degree audit. He noted that students are so clever at finding their way through the university's Web site that there were

thousands of hits on the page before students were told about it! In the area of experiential learning, he said the University of Northern Iowa places 5th or 6th in the nation.

With regard to goal 2, promote a strong sense of community, President Koob stated that the University of Northern Iowa has experienced an increase in minority enrollment. With regard to wellness, he said the recreation center has experienced a 10 percent growth in usage in one year. The total numbers would equal 14 uses for every person on campus. Concerning goal 3 regarding resources, President Koob referred to Regent Neil's question last month about departmental budgets. He said departmental budgets can be accessed through the university's Web site. With regard to goal 4, external relations, President Koob said there has been an increase in the level of transfer of dollars from the foundation to the university. President Koob stated that off-campus enrollment continues to grow. With regard to external services, he provided the example of the laser-guided paint sprayer which was developed on campus. The device was patented and a company is developing it. He noted that two years ago external services was moved into the colleges. Doing so provided experiential learning opportunities for students.

With regard to placement and career services, President Koob referred to Career Link on the university's Web page. He stated that 60-70 percent of University of Northern Iowa graduates get their first job in Iowa. Sixty-six (66) percent of University of Northern Iowa alumni still live in Iowa.

Regent Ahrens referred to the hypothetical degree audit and said it is a great tool for students and also saves faculty and advising time. She commended university officials for its development. She then asked about a matrix which was referenced in the docket memorandum which was not included in the Regents' docket books, and said she would appreciate receiving the matrix.

President Newlin stated that the information had been distributed to the Regents in attendance in person, and that the information would be mailed to Regent Ahrens.

Regent Neil asked what was the most significant of all the measurements and increases. President Koob responded that continued attention to student needs was of the most importance. With regard to how the university knows that students are actually learning, he said the best that university officials have come up with is the alumni survey. Alumni are surveyed the first, fifth and tenth years following graduation about how what they learned at the university has impacted them as they move through life. University officials have learned some interesting information. By the fifth year, graduates recognize that general education was probably the most important part of the curriculum. By the time they are in the workforce for a few years, graduates say their

general education was most important and becomes more important the further out they go. Alumni will argue that the university did a very good job of teaching written communication skills and that they were taught very well to learn how to learn. On the less positive side, alumni say they were not taught oral communication to the degree they now know they need it. Alumni also say that their education did not prepare them to lead change as much as they are expected to in their current work environment.

Regent Lande commended University of Northern Iowa officials for the development of the hypothetical degree audit. He asked the other two Regent university presidents if their universities have or are planning to have a similar resource.

President Coleman responded affirmatively. She said an interactive degree audit system is under development for the University of Iowa's student information system.

Regent Lande encouraged University of Iowa officials to be as inclusive as the University of Northern Iowa has been.

President Jischke stated that as of 4 years ago students can access information in the system relating to themselves. There are automatic degree audits but he was unsure whether those are available on line. He expressed concern about the computing capacity needed for such an activity for the size of student body at Iowa State University.

Regent Lande stated that in terms of anything that is affected by the size of the student body, Iowa State University and the University of Iowa will always have twice the study body size of the University of Northern Iowa. He encouraged both to address the issues related to hypothetical degree audits.

President Koob discussed the computing capacity problem and the solution found at the University of Northern Iowa. He stated that the first time grades were made available on line, university officials had to bring the grades on line hour by hour. In the case of the degree audit, the system can be overwhelmed. Students may get a message to pick up the information in a certain number of hours. He noted that one way university officials survey students is to add a question to the entry screen for online registration. This mechanism for soliciting student information has been so popular that there is a waiting list of committees that want to ask students questions.

Regent Smith asked about UNITE. Assistant Director Saunders responded that UNITE is a grass roots lobbying group of students, faculty, staff and alumni as advocates for the University of Northern Iowa.

Regent Smith stated that the Board of Regents members should be connected to that group because the Regents are advocates for the university.

Regent Fisher acknowledged the great improvement in the university's private fund raising. He asked if there is a structure in place to continue the growth. President Koob said he believed there was a structure in place. University officials will announce a major campaign in the next 18 months. Constituency development officers, trained in fund-raising techniques, etc., have been added to the staff of each college.

President Newlin thanked President Koob for the excellent report.

ACTION: President Newlin stated the Board reviewed progress made on the University of Northern Iowa's strategic plan, by general consent.

(d) Iowa School for the Deaf. The Board Office recommended the Board review the strategic plan.

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 to 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, school officials listed objectives and indicators.

There were no substantive changes this year in Iowa School for the Deaf's strategic plan. The changes which do exist reflect editorial modifications and additional data collection.

The first Iowa School for the Deaf key result area (KRA), Quality Teaching, Pupil Personnel and Administrative Services and part of the second Iowa School for the Deaf key result area, Strengthening and Expanding Creative and Innovative Programming, match the first KRA of the Board on quality. The second Board KRA, access, is addressed through the school's efforts to provide quality teaching and innovative programming. As a special school, Iowa School for the Deaf offers access to Iowans of school age who are deaf and hearing-impaired. The third key result area of the Iowa School for the Deaf focuses on accountability, addressing maintenance of facilities and equipment with sufficient funding.

Superintendent Johnson stated there were no major changes to the strategic plan since the Board last saw it. The school is in the middle of a 5-year strategic planning

process. With regard to the performance indicators, he said there was rising enrollment at the school. There was an ongoing concern regarding the increasing number of resignations and retirements of the faculty. School officials strive to increase diversity among the staff other than faculty. With regard to benchmarks, Superintendent Johnson stated that good progress was being made in most of the areas particularly with regard to student achievement and the communication ability of staff. Other areas which school officials want to review are all related to student performance and achievement. School officials are working to develop more measurement tools to determine whether the teachers are teaching the curriculum and whether the students are understanding the curriculum that is being taught. He said those will all be outcomes measurements.

President Newlin asked about the Iowa School for the Deaf advisory committee's interest in interviewing families of students or alumni. Superintendent Johnson stated that contact had been made with the families of students who came to Iowa School for the Deaf from Nebraska. Questions asked included whether students felt comfortable coming to the school, whether expectations were being met, and whether communication was taking place. The answers were very positive. Families of new students from Iowa were also contacted and, again, the responses were very positive. School officials will continue the effort next spring. He noted that parents had made some suggestions. Nebraska families would like for students to be provided with weekly transportation to Grand Island. Iowa families wanted open e-mail access to students and an 800 telephone number.

President Newlin asked if the addition of Nebraska students would cause a modification in the strategic plan or benchmarks. Superintendent Johnson responded that the curriculum had to be modified, for example, because each state has requirements for state history and geography.

Regent Fisher asked that the next time the Regents meet at Iowa School for the Deaf there be another opportunity to meet the people from Nebraska who are responsible for the agreement with Iowa.

President Newlin asked about benchmarks regarding quality of faculty and staff. Superintendent Johnson said the quality issues relate to making sure the faculty improve their skills. Faculty are sent to workshops, graduate classes, etc., on a continuing basis. The school provides similar opportunities and encouragement for staff including house parents and dormitory staff.

Regent Turner asked if there is a baseline requirement for participation in staff development each year. Superintendent Johnson responded that there are not requirements but the number of employees requesting development is huge. It is rare

that a request is declined. He noted that school officials are also measuring how many presentations faculty and staff are making.

Regent Turner asked whether participation in ongoing development is considered in yearly employee evaluations. Superintendent Johnson said there would be a note about participation in development but it was not the biggest part of the evaluation. What faculty are doing in the classroom is the most important factor in the evaluation.

Superintendent Johnson noted that school officials have tried to recruit faculty of diversity; however, the numbers are not out there nationally.

ACTION: President Newlin stated the Board reviewed the strategic plan, by general consent.

(e) Iowa Braille and Sight Saving School. The Board Office recommended the Board (1) receive the update of the Iowa Braille and Sight Saving School's 1998-2002 strategic plan and (2) consider the proposed addition of a new strategy and benchmarks, i.e., Strategy 1.1.4: Continue to Develop Comprehensive Services to Students, in Cooperation with Area and Local Education Agencies.

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 school officials have been actively involved in carrying out the plan. The Iowa Braille and Sight Saving School plan has three key result areas (KRA) -- quality and access in education, diversity, and finances. To achieve goals in each of these areas, the administration, faculty, and staff, along with the Iowa Braille and Sight Saving School, identified relevant initiatives and strategies.

The new strategy (1.1.4) is intended to enable the school to provide quality services and access to education for the students throughout Iowa who are blind or visually impaired.

The Iowa Braille and Sight Saving School Advisory Committee approved the strategic plan.

The first KRA for Iowa Braille and Sight Saving School is quality, which aligns with the first Board of Regents' KRA of quality. The second Iowa Braille and Sight Saving School key result area focuses on diversity, which matches another Board KRA. The third Iowa Braille and Sight Saving School key result area addresses finances, which relates to the accountability KRA of the Board. Iowa Braille and Sight Saving School is accessible to all students of the state who are blind or visually impaired.

Superintendent Thurman stated that he would discuss KRA 1, quality and access in education, and initiative 1.1 regarding focusing services. He said the strategic plan of Iowa Braille and Sight Saving School may be a little different than that of the other Regent institutions. School officials have changed the basic process and services offered by the school. He said there are 550-600 Iowa students who are blind or visually impaired. The school serves close to 90 percent of those students. Strategy 1.1.1, to focus the residential option, has been completed. Action steps 1.1.1.1, 1.1.1.2, and 1.1.1.3 have been completed. With regard to action step 1.1.1.4 concerning the IEPs remaining the responsibility of the AEAs and LEAs, he said school officials may want to come back to this action step in 3-4 years. The AEAs were not ready for this discussion.

Principal Hooley discussed the targeted areas of the summer school programs including summer enrichment, extended year special education, Orientation to the World of Work and Camp Life.

Superintendent Thurman discussed strategy 1.1.3, to provide parent and professional development. He stated that as a result of the school's offering of University of Alabama vision coursework, there will be 23 teachers in Iowa certified to serve the blind. With regard to a Regent special education training program, he said school officials have had a couple of meetings with University of Northern Iowa special education faculty.

Superintendent Thurman stated that school officials wish to add a strategy 1.1.4, continue to develop comprehensive services to students throughout Iowa. He said that what the school is on the brink of doing is unique in educating blind young people. Every student in the state should be able to get what they need from Iowa Braille and Sight Saving School in cooperation with their local school.

Regent Fisher asked about the need for the new strategy to continue to develop comprehensive services to students throughout Iowa in cooperation with area and local education agencies. Superintendent Thurman said it is wise to support the full integration of visually impaired and blind people in our society. The aim of American society is to integrate everyone and that is what the school is doing.

Regent Fisher asked Superintendent Thurman to elaborate on action step 1.1.1.4 regarding the IEPs remaining the responsibility of the AEAs and LEAs, and the AEAs not being ready for this discussion. Superintendent Thurman responded that the AEAs are not prepared to retain control of the IEPs which means the student remains a student of the public school system and comes to Iowa Braille and Sight Saving School for certain services.

Regent Turner asked about students who want to come to the school but who do not fit the school's criteria. Are those families informed that what they are looking for is actually available within their own communities? Superintendent Thurman responded affirmatively. He said there have been 10 to 15 students in the last two years that the school has been unable to serve on campus.

Regent Smith asked for confirmation that such a decision is not made in isolation. Superintendent Thurman responded that the decision is made by a multi-disciplinary team.

Regent Kelly asked what happened to the 10 to 15 students who could not be served at Iowa Braille and Sight Saving School. Superintendent Thurman said those were students with severe and profound disabilities. The students remained in the programs of their public schools.

President Newlin asked Superintendent Thurman for his biggest concern. Superintendent Thurman said he was concerned that some place along the line the Regents and school officials will not keep clearly in their minds where the school is going and will start to think of numbers. He stated that what the school does cannot be judged in terms of cost ratios. He asked that the Board members continually dialogue with school officials about where the school is going. If there are concerns, please express them to school officials along the way. He said the school is heading into a very gray area to which it has not been before. It was important to maintain the dialogue so the Board members understand the progress being made in order for the school to become a very different institution.

President Newlin stated that the Regents would expect Superintendent Thurman to take much of the initiative to make sure the dialogue continues.

ACTION: President Newlin stated the Board (1) received the update of the Iowa Braille and Sight Saving School's 1998-2002 strategic plan and (2) considered the proposed addition of a new strategy and benchmarks, i.e., Strategy 1.1.4: Continue to Develop Comprehensive Services to Students, in Cooperation with Area and Local Education Agencies.

(f) Board of Regents. The Board Office recommended the Board (1) review the strategic plan as updated relative to "completion dates" and (2) encourage the Board Office and institutions to build closer links between each institutional strategic plan and the Board of Regents' plan.

At its November 1998 meeting, the Board reviewed modifications in its strategic plan, specifically key result areas, objectives, strategies, and action steps. At the December 1998 meeting, the Board approved the modifications which focused on adding clarity, ease of understanding, and more specificity to the Board's new strategic plan in its initial year of implementation. One item, Action Step 4.4.1.4, was more substantive and added language on implementing Board of Regents communications.

The four key result areas of the Board's strategic plan are: quality; access; diversity; and accountability. The Board's plan contains 9 objectives, 20 strategies, and 83 action steps. As of this date, 68 of the action steps have been implemented; i.e., evaluation procedures are in place and are being regularly reported. Seven action steps are nearing completion and eight are in the early stages of assessment.

Executive Director Stork stated that the plan had not changed substantially since last year except for the addition of the Board's communication plan. There were a few activities that the Board Office had done to carry out that strategy including initiation of a Board of Regents newsletter, improvement of the Board's Web site, and increased interactions with other state agencies. He said the focus of the Board Office this year regarding the strategic plan was implementation of the action steps. Based upon Board Office review, he was comfortable that 68 of the action steps are being implemented on a regular basis and 15 are in various stages of improvement.

Associate Director Kniker reviewed with the Regents the information that was provided in the docket memorandum.

President Newlin asked about the 7 additional action steps. Associate Director Kniker responded that those were nearing completion.

Regent Turner referred to the statement that an ad hoc work group on performance indicators has met bi-monthly to clarify definitions and select the most useful data. She stated that agreement on definitions is a critical issue.

President Newlin thanked Associate Director Kniker, Executive Director Stork and Director Barak for all of their work in this area and the cooperation of all of the institutions in moving the strategic planning process along.

ACTION: President Newlin stated the Board, by general consent, (1) reviewed the strategic plan as updated relative to "completion dates" and (2) encouraged the Board Office and institutions to

build closer links between each institutional strategic plan and the Board of Regents' plan.

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.

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

MOTION CARRIED.

The Board having voted at least two-thirds majority resolved to meet in closed session beginning at 5:00 p.m. on November 17, 1999, and adjourned therefrom at 5:23 p.m. on that same date.

The Board of Regents meeting reconvened at 8:35 a.m. on November 18, 1999.

FALL ENROLLMENT REPORT – PART II. The Board Office recommended the Board (1) receive the report, (2) accept enrollment projections for Fall 2000 to Fall 2009 and (3) direct the Iowa School for the Deaf to submit current ten-year enrollment projections which have been a part of the school's annual report for the past thirty years.

Part II of the Fall 1999 enrollment report included an analysis of the following characteristics at Regent universities: (1) the quality of incoming freshmen; (2) enrollments of transfer students; (3) enrollment by collegiate units; (4) enrollments by residency; (5) foreign students enrollments; (6) enrollments by age of students; (7) enrollments by gender of students; (8) enrollments by race/ethnicity of students; (9) enrollments by disabilities of students; (10) ten-year enrollment projections; and enrollments at Regent special schools and Price Lab School. This report usually also includes enrollments data from the Iowa College and University Enrollment Report which is prepared for the Iowa Coordinating Council on Post-High School Education. However, this year, the council authorized a change in the preparation date of the report to coincide with the preparation of federal reports. The data on Iowa colleges and universities were not available for this report but will be reported to the Board in December 1999.

Regent universities attract highly-qualified students. For 1999, the mean ACT scores for entering freshmen at Regent universities range from 23.0 to 24.6. This compared very favorably to a national mean of 21.0 and a state mean of 22.0. More than 87 percent of the new freshmen at Regent universities graduated in the top half of their high school classes.

More than 52 percent of new undergraduate transfer students to Regent institutions come from Iowa community colleges. During the past eleven years, the number of community college students who have transferred to Regent universities has increased by almost 50 percent. However, the number of undergraduate transfers represents only slightly more than 4 percent of the total undergraduate enrollment at Regent institutions. The following numbers compare enrollment for the current fall semester with Fall 1998.

Undergraduate enrollment at Regent universities increased by 1.7 percent in Fall 1999 from 52,136 to 53,024.

- Undergraduate enrollment increased at the University of Iowa in the College of Business (+13.5 percent), the College of Liberal Arts (+0.7 percent), and the College of Medicine (+5.1 percent).
- At Iowa State University, undergraduate enrollment increased in the College of Business (+9.2 percent), the College of Design (+4.8 percent), and the College of Engineering (+3.6 percent).
- At the University of Northern Iowa, undergraduate enrollment increased in the College of Business (+1.3 percent), the College of Education (+1.8 percent), the College of Humanities and Fine Arts (+8.1 percent), and the College of Natural Sciences (+11.0 percent).

Graduate enrollment at Regent institutions decreased by 0.3 percent from 12,217 to 12,179. Some of the decrease may be due to the economy.

- At the University of Iowa, graduate enrollment increased in the College of Business (+8.9 percent), the College of Dentistry (+13.6 percent), the College of Engineering (+3.6 percent), and the College of Pharmacy (+19.2 percent).
- At Iowa State University, graduate enrollment increased in the College of Business (+10.6 percent), the College of Education (+24.3 percent), and the College of Engineering (+3.5 percent).
- At the University of Northern Iowa, graduate enrollment increased in the College of Education (+17.4 percent), the College of Natural Sciences (+13.2 percent), and the College of Social and Behavioral Sciences (+6.6 percent).

Professional school enrollment at Regent universities increased by 1.2 percent from 3,266 to 3,306.

- At the University of Iowa, professional school enrollment increased in the College of Dentistry (+1.3 percent), the College of Law (+3.6 percent), and the College of Pharmacy (+4.0 percent).
- At Iowa State University, professional school enrollment in the College of Veterinary Medicine increased by 1.5 percent.

More than 4,400 foreign students from approximately 110 nations and territories enrolled in Regent institutions during Fall 1999. This represents an increase of 1.7 percent from Fall 1998. Regent universities also provide opportunities for students to study abroad in a variety of countries from "Aberdeen" (University of Aberdeen) to "Wales" (the University of Swansea).

The number of women enrolled in Regent universities increased from 34,186 to 34,708 (+1.5 percent). This represents an all-time high proportion of women to men of 50.7 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 enrollment of undergraduate students who are 25 years and older decreased in number by 2.1 percent at the Regent universities in Fall 1999 compared to one year ago. This has resulted in an increase in the proportion of undergraduates that is under 25 years of age from 89.6 percent (46,738) to 90.0 percent (47,738).

The number of students with disabilities who are attending Regent universities decreased by 1 percent from 1,292 to 1,279 in Fall 1999. However, it is important to remember that these 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 1.5 percent between 1999 and 2009 from 68,509 to 69,562. The projections indicate that the peak year will be in 2003 when there will be a 2.9 percent increase of 2,023 students from Fall 1999. Enrollments are then expected to decline through 2009. These projections are significant components in the environmental analyses for the respective institutional strategic plans

Iowa Braille and Sight Saving School projects that on-campus enrollments will increase by 11.1 percent from 36 to 40 students between 1999 and 2009. In addition, off-campus direct services will increase from 173 to 204 (+17.9 percent) during the next ten

years. The Iowa School for the Deaf did not prepare ten-year enrollment projections. Price Lab School projects an on-campus enrollment increase from 554 to 622 students (+12.3 percent) between Fall 1999 and Fall 2009. This number includes students enrolled in preschool through twelfth grade.

Assistant Director Gonzalez reviewed with the Regents the information that was contained in the enrollment report including percentage of resident enrollments, enrollments by students older than 25 years, enrollment of minority students, percentage of women enrolled, distribution of transfer students, and enrollment projections.

Regent Lande asked why the universities track students older than 25 and what decisions does the data drive. Assistant Director Gonzalez responded that one of the reasons the information is tracked is to determine if there is a change in the median age of students, which is typically age 22-23. Also, different services are provided to non-traditional students which are students 25 years of age or older.

President Coleman said she assumed the Board Office wanted the information on non-traditional students tracked although it was probably also important information for the universities.

President Jischke stated that Iowa State University officials would like to pursue policies that reflect the Board's goal of the number of Iowans who possess bachelors degrees. It is the older Iowans who do not have their degrees. Targeting non-traditional students is one of the ways of getting at that policy objective. He noted that the reason for a decline in the number of non-traditional students had to do with the incredible job market. He stated that non-traditional students typically have different housing needs, a higher need for child care and are commuter students.

President Koob stated that the group of non-traditional students becomes more complex as distributed education is made available. University officials can expect fewer on-campus older students and more distributed education students.

Assistant Director Gonzalez referred to students who identify as having a disability and stated that the docket memorandum included types of services provided to those students.

Regent Kennedy asked why the number of students with disabilities for 1998-99 had declined. President Jischke said it was difficult to analyze. Disabilities are self declared. The number of students identified as disabled was likely a low estimate of their actual presence on campus.

President Coleman noted that many of the students identified as disabled are represented by students who have learning disabilities.

Regent Kennedy asked if the universities are providing services for those who have a need. President Coleman responded that University of Iowa officials work hard at finding the resources to create the opportunities.

President Jischke stated that the expenditures to serve students with disabilities is growing at Iowa State University. This is a complicated area in which to work. The university partners with other areas of government to serve the needs of disabled students.

Regent Kennedy asked what kind of services are offered to students with learning disabilities. President Jischke responded that assessment services are provided as well as alternative testing techniques and tutors. Also, the university offers services to help students understand the nature of their disability and effective strategies for overcoming it.

Regent Kennedy asked if students have to be diagnosed as having a learning disability in order to qualify for the services or are the services available for any student who feels he/she may need alternative testing, etc.?

President Jischke stated that counseling services are available to all students. He noted that students with disabilities carry with them legal protection. One of the challenges is that disabilities are self declared; the student has to trigger the process.

President Coleman stated that the University of Iowa has staff who are expert at diagnosing learning disabilities. If a student wants to be assessed, the university has a mechanism for doing so. There is a university unit called special support services which offers intensive help with test taking, note taking, special tutoring, etc.

President Koob stated that at the University of Northern Iowa students have to request special considerations for test taking through the counseling center. He said counseling center staff are extraordinarily generous in what might be defined as a disability. There has been no complaint which has gone unattended on campus.

Regent Turner addressed the special schools superintendents. She said the number of students with disabilities attending Regent universities is gradually decreasing. Was this alarming to them? Also, how do they feel about access to Regent universities for students with special needs?

Superintendent Thurman stated that he sees alarming trends in special education that are probably having an impact at the universities. In the last 20 years this country has become even more refined in its definition of disability. Students with moderate disability are covered under the Americans with Disabilities Act. He sees many more children under 504 plans which are essentially access plans to support inclusion. He said young people are coming out of the K-12 system with a less clear identify of their needs. Children are being born with far greater systemic damage. Many of those young people will never reach the universities. He suspected that what was being seen was the full effect of the inclusion movement.

Superintendent Johnson stated that the options for deaf high school graduates has been limited in past years. Prior to 1968 the one option was Gallaudet. Since the late-1960s the three Regent universities have made real attempts to include deaf students. However, there is a communication barrier. It is very difficult for deaf students to be in a hearing world 100 percent of the time.

Superintendent Thurman agreed with Superintendent Johnson, and said the universities have done a good job to encourage people with visual impairments. He noted that one of the other issues associated with special education is that the ratios tend be small. Special education students get a lot of support in the K-12 system which fosters a sense of dependence. He suspected that when students get to the university they cannot be as dependent as they were in high school.

Regent Smith said Regent institutional officials need to be sure they are not requiring labels that the K-12 systems have been trying to get away from.

Regent Kennedy said there are many students who could use the special support services in order to take them to a new level.

Regent Kelly said he believes that mainstreaming has hurt the average child and the gifted/exceptional child. Children have had problems learning for many years. Only recently have names been put on those learning disabilities. There are many special needs children. He thinks that biggest problem is lack of motivation for young people to become educated.

Regent Neil noted that in the enrollment projections through 2009 it was determined that enrollments would go up and then go down. He asked for the reason for that projection. President Coleman stated that the further out the enrollment projections, the less credence that should put in the numbers.

Registrar Dallam said he agreed that the further out, the less accurate were the projections. The projections were university officials' best assessment. For

undergraduate enrollment projections, university officials look at demographics. In terms of the professional schools, the population is fairly stable. With regard to graduate enrollment, university officials have to look at what has happened in past years, what the demographics are expected to show in the future, and the national trends. All of those factors are taken into consideration to make projections.

President Jischke stated that most of the estimates are extrapolations of current trends. He said trends are shifting. The fraction of high school students that matriculate to post-high school education is up. The number of undergraduates who go to graduate school is decreasing because of the job market. There is also the question of to what extent the universities will be passive or aggressive in reaching out to students at a distance. He said technology is becoming much more powerful. Iowa State University last year went from 2,400 enrollees at a distance to 3,300, an increase of 30 percent. If those trends could be sustained it would swamp all of the estimates.

President Koob introduced Phil Patton, University of Northern Iowa Registrar.

Mr. Patton stated that the University of Northern Iowa is majority resident population. Most of its students come from Iowa high schools. Therefore, University of Northern Iowa's enrollment is a mirror image of graduating Iowa high school classes. He said the great unknown is how to address distance learning and non-traditional students.

Regent Neil asked if the downward enrollment trend follows the high school student enrollments. Mr. Patton said that was correct; however, as President Jischke had said, the level of participation of students going on to post-secondary education from high school is increasing. There are unknown factors when the enrollment projections get very far out.

Regent Turner stated that the significant lack of enrollment of minority students in education programs was very disconcerting. Education is the Regent universities' basic missions. They educate the educators.

President Coleman stated that one of the charges of the University of Iowa's new dean of education is to create programs to encourage students, and particularly minority students, to continue their education particularly beyond a bachelor's degree. She said it is a challenge for all of the universities. University officials have to start earlier to encourage students to pursue higher education.

President Jischke stated that at Iowa State University they do not enroll enough minority students generally. They have a long way to go. More difficult than enrollment is the retention of minority students. Retention is where the gap is the greatest. University officials are trying to find ways to help minority students persist and succeed

at Iowa State University. There is some evidence that retention is beginning to improve. There are efforts across the university to enroll minority students. There is real competition within the university for talented minority students. He then addressed the disparate salaries that are paid to computer engineers and to elementary teachers. He said the difference can be a factor of three. These bright students can count; they understand the difference in salaries and the differences in the market place.

President Koob stated that the University of Northern Iowa has had in place for some years a minorities in teaching program but has not done a very good job of attracting new students into the program. This summer he directed the education dean to create new opportunities for outreach. He said University of Northern Iowa's problem is in attracting versus retaining minority students.

ACTION: President Newlin stated the Board, by general consent, (1) received the report, (2) accepted enrollment projections for Fall 2000 to Fall 2009 and (3) directed the Iowa School for the Deaf to submit current ten-year enrollment projections which have been a part of the school's annual report for the past thirty years.

GOVERNANCE REPORT ON STUDENT RETENTION AND GRADUATION RATES.

The Board Office recommended the Board receive the report.

This annual report provides 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. This is better than the 56 percent national average among NCAA Division I schools (including both public and private institutions) but below the median among established peer groups for the University of Iowa and Iowa State University (70 percent and 65 percent, respectively).

Six-year graduation rates for the most recent reporting year - the entering class of 1993 - decreased at the University of Iowa, from 63.5 percent to 62.4 percent and at Iowa State University, from 61.1 percent to 60.4 percent. Six-year graduation rates increased at the University of Northern Iowa, from 62.2 percent to 62.7 percent. The most recent first-year retention rates (for the entering class of 1998) were positive at all three institutions, with a minimum of 81 percent of all freshmen returning for their second year of studies.

In 1995, the Board's Priority Study Group on Graduation Rates recommended that each institution develop a four-year graduation plan which would effectively guarantee full-

time students the opportunity to complete a bachelor's degree within eight semesters. Subsequently, each of the universities developed a four-year graduation plan for students who chose that option. The University of Iowa has consistently made its four-year graduation option known to students and was to be commended for achieving a four-year graduation rate of 35.0 percent, which is the highest among the Regent institutions. 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 25.1 percent, while the University of Northern Iowa's is at an all-time high of 29.8 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 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 cohorts in the sixth and seventh years show persistence to complete baccalaureate degrees as evidenced by the increases in six-year graduation rates.

Assistant Director Gonzalez reviewed with the Regents the information presented in the docket materials regarding student retention and graduation rates including factors which affect retention, one-year and two-year retention rates, and six-year graduation rates by various factors.

Regent Fisher asked if there have been any new strategies to help improve retention rates and whether there was any process to evaluate why students leave. President Coleman stated that, at the request of the Regents, University of Iowa officials put in place the 4-year graduation contract. She believes that has had a very good effect at focusing students' attention. A commitment is made up front by students and the university. The university has begun more theme housing and additional academic programming within the residence halls. University officials are working on advising and retention strategies. A faculty task force has been created to bring specific recommendations on what can be done to improve retention and graduation rates. Her goal is to increase those numbers. With regard to why students leave, she said university officials attempt to gather information about what happens. It was her understanding that the reasons students leave were often not academic issues. Sometimes it is for family reasons. Sometimes students want a different program than what is offered. The people who collect the data have not been able to give her a simple single reason. University officials have to work on many issues.

Regent Kennedy asked if the three Regent institutions track students who transfer among the institutions. President Coleman responded that the universities track the transfers that occur among the Regent universities. Students who transfer and ultimately graduate are counted as successful graduations.

Assistant Director Gonzalez referred the Regents to the last table on page 11 of the docket memorandum entitled "Six-Year Graduation Rates of Transfer Students from one Iowa Regent University to Another".

President Jischke stated that Iowa State University officials do quite a number of things to improve success of students. They recruit students who are able and suited to degree programs. There is also the science-bound program. Much time has been spent on increasing financial aid to enhance student matriculation. University officials have worked hard on availability of classes and on advising. University officials are trying to transition the university from an emphasis on teaching to an emphasis on learning. He then commented on the predictability of student retention. He said class rank and ACT scores predict only a small part of success. A lot has to do with motivation. Iowa State University officials' goal is not 100 percent retention or graduation. The university should take risks and provide opportunity knowing full well that students will not always succeed. He would rather keep the door open and take the chance that occasionally a student will not succeed.

Regent Kennedy stated that Iowa State University has a goal of 90 percent first-year retention. She asked if President Jischke feels that the strategies will make that goal realistic.

President Jischke said he was not sure the goal was realistic but the likelihood of achieving it was getting better. The university benchmarks against its peer institutions. If one were to correlate the graduation rates with standardized test scores of the entering class, Iowa State University will do better than the prediction. There are some schools in Iowa State University's peer group in which the ACT scores of entering students are 5 points higher than those of Iowa State University students. He was not surprised that those schools have higher graduation rates.

President Newlin asked if those institutions are more selective in admission. President Jischke responded that those institutions were extraordinarily more selective in admission. Iowa State University is a land grant institution and values access.

President Koob stated that University of Northern Iowa officials launched a series of initiatives to improve retention particularly first- to second-year retention. He said graduation rates are a broad integration of numbers. The university's retention rates have dropped a little which may have been the result of a variety of things, some of

which the university does not control. He said the strongest correlation for retention and graduation is not ACT and class rank; it is the curriculum the student takes. University officials encourage students to try to find the best match. He said the true measure of success is how many students persist to graduation. University of Northern Iowa officials are working hard to make sure that all of the factors they control are optimized to benefit the students.

Regent Turner asked that university officials start looking carefully at the reasons why students do not graduate, those students who fall out of the educational system versus those who transfer to another institution.

Regent Smith asked if the universities track the success of those students who graduated in the bottom 50 percent of their class. President Jischke responded that it is tracked but not in the sense of Board reports. An example is the success of the athletic department where extraordinary academic support is provided. Similar support is also provided to underrepresented students.

President Koob said there is an odd quirk in the data. The probability of retention and graduation correlates strongly with ACT and class rank except near the bottom. The students with the lowest ACT scores and class rank may succeed better because university officials put special attention on those students. There is a case to be made for success when special attention can be supplied.

Regent Kennedy asked if the data to which President Koob referred was available. President Koob said he would try to find it and share it with Regent Kennedy.

President Jischke offered the example of the Hixson program at Iowa State University. The Hixson scholarship students are statistically average but had suffered diversity in their lives. Their 5-year graduation rates are significantly higher than the rest of the student body. Reasons for the high graduation rates include: 1) their financial needs were helped, 2) the students were provided with special support and 3) the students have a sense of obligation to Christina Hixson. He said it took a \$15 million endowment to get the Hixson scholarship program started. There is a real cost associated with gaining improvements.

Regent Turner stated that for students to be successful they have to feel a part of the institution. Nothing is more difficult than isolation. University officials should strive for students to have people on campus who have similar backgrounds. Initiatives such as the learning communities will be vitally important.

Regent Neil referred to the University of Iowa's peer institutions in North Carolina and Michigan, and asked about their high graduation rates. President Coleman said those

are very highly-selective institutions. Also, the support is very generous at both institutions.

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

REPORT ON DISTANCE EDUCATION. The Board Office recommended the Board (1) receive the distance education report prepared by the State Extension and Continuing Education Council (SECEC); (2) direct that the SECEC and universities prepare a consolidated report on distance education activities for presentation to the Board at its October 2000 meeting, including more detail on costs and collaborative outcomes assessment; (3) request that the universities provide an interim progress report on their strategic distance education plans in February 2000; and (4) request the three universities to each appoint a representative to work with the Board Office on preparation of next year's distance education reports for February and October.

Highlighted data from the report of 1998-1999 are:

a) Number of courses and programs offered

- Credit courses and programs 44
- Individual courses 868
- Registrations (graduate) 10,050
(undergraduate) 6,586
(total) 16,636

- b) Enrollment In the Bachelor of Liberal Studies program -- 986
- c) Enrollment in Non-credit continuing education courses -- 355,142
- d) Enrollment in ICN classes -- 3,607
- e) Incremental Costs of Delivery -- \$6,838,652.58

At the October 1998 meeting of the Board, the Regents received an extensive background report on distance education and began a series of initiatives, which this report will update. Specifically, the Board: (1) approved the institutional distance education strategic plans; (2) received the SECEC report; (3) established a Regent committee to explore the possible participation in a virtual university; and, (4) approved a set of principles for off-campus credit programming. Earlier this year, the Board also established a Priority Study Group on Distance Education.

The priority study group is in the process of revising the distance education policy of the Board and will present its recommendations at the December meeting. Other topics

which the priority study group is covering include costs of distance education programs and future collaborative efforts with other post-secondary institutions.

Regent Kennedy stated that the study group had met on November 17. With regard to the recommended action to direct that the SECEC and universities prepare a consolidated report on distance education activities for presentation to the Board at its October 2000 meeting, including more detail on costs and collaborative outcomes assessment, she said the group members discussed the original intention of the Board. She said they need to look at efforts to collaborate. Another area the group is working on is effective reporting to the Board so the Board has information available to it on distance education efforts. The Board's intention originally was to have reports on a regular basis in order to keep the Regents informed.

Regent Kennedy stated that the group had received a presentation by Pete Siegel, Director of the Iowa State University Computation Center. He had provided excellent information on managing this evolution. Mr. Siegel has a great appreciation for the balance needed between technology and the involvement of academics to assure the same quality to students at a distance. She hoped that Director Siegel or someone in a similar position could make a presentation to the entire Board on how to balance this evolution.

Associate Director Kniker reviewed with the Regents the information that was provided in the meeting materials.

MOTION:

Regent Neil moved to (1) receive the distance education report prepared by the State Extension and Continuing Education Council (SECEC); (2) direct that the SECEC and universities prepare a consolidated report on distance education activities for presentation to the Board at its October 2000 meeting, including more detail on costs and collaborative outcomes assessment; (3) request that the universities provide an interim progress report on their strategic distance education plans in February 2000; and (4) request the three universities to each appoint a representative to work with the Board Office on preparation of next year's distance education reports for February and October. Regent Ahrens seconded the motion. **MOTION CARRIED UNANIMOUSLY.**

COMPREHENSIVE FISCAL FOLLOW-UP REPORT FOR FY 1999. The Board Office recommended the Board receive the follow-up on the comprehensive fiscal report for FY 1999.

At its October meeting, the Board received the comprehensive fiscal report for FY 1999 that was presented to inform the Board of each institution's performance in relation to the Board-approved budgets. The report compared actual revenues and expenditures with the Board-approved budgets, identified significant variances, highlighted strategic planning initiatives, summarized the actual uses of the funding increases, and discussed institutional accomplishments regarding measures taken to improve efficiency and effectiveness.

The Board requested that the institutions supply certain information to the Board Office for review and report to the Board in November. Specific items requested included information for the University of Iowa's athletic budgets and the University of Northern Iowa's salary variance. The institutions provided the requested data.

The University of Iowa's athletic budget is included in its restricted fund. Its athletic revenues of \$23 million exceeded the budget by \$0.5 million (2.0 percent). Actual expenses of \$23 million exceeded the budget by \$0.7 million (3.2 percent).

The University of Northern Iowa FY 1999 general fund salary expenditures of \$88.6 million were 96.3 percent of its line item budget. As explained by President Koob during the October Board meeting, the university experienced an unexpected number of faculty retirements and resignations, information/technical staff turnover as the university competes for experienced computer staff in the public market place, and significant turnover in usually stable units. Delays in hiring occurred across the campus due to fewer permanent staff as well as temporary staff in human resources, while that office was conducting its own permanent searches.

Executive Director Stork stated that the docket memorandum provided information that was not available last month.

President Newlin asked Regent Neil if the information provided addressed his questions of last month. Regent Neil stated that while the information provides total reallocation figures, it did not address specific items. He would still like to see specific movements within the budgets of what is taken away and what is added.

Executive Director Stork said the Board Office is in communication with the institutions to prepare more detailed information. He hoped the information would be available before the next Board of Regents meeting.

ACTION: President Newlin stated the Board received the follow-up on the comprehensive fiscal report for FY 1999, by general consent.

LEGISLATIVE PROGRAM, 2000 SESSION. The Board Office recommended the Board (1) give preliminary consideration to the proposals noted below for inclusion in the Board's legislative program for the 2000 session; (2) 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; and (3) approve allocation of the Regents FY 2000 \$100,000 technology appropriation as follows: University of Iowa - \$39,500, Iowa State University - \$39,500, University of Northern Iowa - \$19,800, Iowa School for the Deaf - \$800, and Iowa Braille and Sight Saving School - \$400, and request that the institutions incorporate these amounts into their restricted fund budgets.

At the end of October, the Department of Management announced that all of the technology initiatives contained in the technology appropriations bill (H.F. 762) would be funded. The bill includes a \$100,000 allocation to the Regents for technology, which is identified as the last priority project to be funded from an account consisting of all reversions from state departments for FY 1999. The Board Office recommended the allocations of the Regent technology appropriation. The recommended amounts were not included in the institutional budgets. The Board Office recommended that the institutions incorporate this funding into their restricted fund budgets and use the technology funding in accordance with the Board-approved request.

As noted during the October Board meeting, the 2000 Session of the Iowa General Assembly is scheduled to convene on Monday, January 10, 2000. The institutions were requested to submit to the Board any matters of interest to them that may be subject to legislative consideration. In addition to budgetary items, these matters become part of the Regent legislative program, which will be updated on a monthly basis. At its September meeting, the Board approved requests by the University of Northern Iowa. No other items for inclusion in the Regent legislative program were submitted by the institutions.

The Governor and Lieutenant Governor, with assistance of department directors, will hold several budget hearings at different sites around Iowa between November 29 and December 17. Each hearing will focus on one key policy area of the leadership agenda of the Governor and Lieutenant Governor (education; health care; workforce/economic development; environment; public safety; and accountable government).

Both the Governor and the Legislative Fiscal Bureau have released information related to the downward trend in net revenue projections for the state. The FY 1999 net

revenues were \$49.3 million less than the official projection. In October, the Revenue Estimating Conference projected a \$67.4 decline in the FY 2000 projected net state revenues.

The 1999 technology appropriations bill (HF 762) for state government technology and operations also contained intent language for the creation of an Information Technology Department on July 1, 2000, and directed the establishment of a transition team to make recommendations for the scope and structure of the new department. After the transition team rejected the consultant's first report, a second report was prepared. On October 18, the transition team's final report was presented to the Legislative Oversight Committee. The Committee is developing a 2000 legislative proposal to establish the new department.

Executive Director Stork stated there was nothing new in terms of proposals from the institutions. He said that during the last couple of years the legislature has funded some technology needs through reversions. The Board Office recommended Regent allocation of technology funds in the sums presented. The Regents requested \$10.1 million this year for technology. The state budget for the next couple of years is still unfolding and the Board Office had no new details. The Board Office will bring more specific budget information to the Board in the next couple of months.

MOTION:

Regent Turner moved to (1) give preliminary consideration to the proposals noted for inclusion in the Board's legislative program for the 2000 session; (2) 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; and (3) approve allocation of the Regents FY 2000 \$100,000 technology appropriation as follow: University of Iowa - \$39,500, Iowa State University - \$39,500, University of Northern Iowa - \$19,800, Iowa School for the Deaf - \$800, and Iowa Braille and Sight Saving School - \$400, and requested that the institutions incorporate these amounts into their restricted fund budgets. Regent Fisher seconded the motion. MOTION CARRIED UNANIMOUSLY.

REPORT OF THE BANKING COMMITTEE. The Board Office recommended the Board:

(1) Adopt the following:

A Resolution providing for the sale and award of \$17,400,000 Dormitory Revenue Bonds, Series I.S.U. 1999B, and approving and authorizing the agreement of such sale and award.

A Resolution authorizing and providing for the issuance and securing the payment of \$17,400,000 Dormitory Revenue Bonds, Series I.S.U. 1999B, for the purpose of constructing and equipping a residence hall and related facilities and making other necessary improvements to existing residence halls and related facilities, all located on the campus of Iowa State University of Science and Technology, including funding the debt service reserve fund and paying costs of issuing the Bonds.

(2) Approve the bond issuance schedule for calendar year 2000.

(3) Accept the report of the Banking Committee.

Regent Fisher stated that the Banking Committee covered a number of issues at its meeting. It approved resolutions for the sale and award of \$17,400,000 Dormitory Revenue Bonds, Series I.S.U. 1999B and the proposed bond issuance schedule for calendar year 2000. The Banking Committee received a report on the costs of bond issuances and the revised internal audit plan for the University of Northern Iowa. He said the Banking Committee received reports on revenue bond fund audits for Iowa State University, a State Auditor's follow-up report on audit of selected departments at Iowa State University, and internal audits from Iowa State University and the University of Iowa.

Ken Haynie, Ahlers law firm, stated that in the process of opening bids that morning there had been an unusual occurrence. The Regents received one conforming bid and one non-conforming bid with respect to the terms of the sale. He said the conforming bid was received from a syndicate led by U.S. Bancorp Piper Jaffray for a true interest rate of 5.5249 percent. The non-conforming bid was submitted by First Union Securities and co-managers for a true interest rate of 5.49551 percent. He said there were three basis points between the two bids. The First Union Securities bid was found to deviate from the terms and conditions of the official statement which limits the spread between the highest and lowest interest rate. This requirement is designed to avoid having spikes in the debt service payments. He said the Regents would have the option of departing from the competitive sale format and negotiating with this bidder.

Springsted, the Board's financial advisor, the Board Office, and Vice President Madden concurred with Mr. Haynie's recommendation that the process of competition should be maintained and not departed from. Thereupon, Springsted advised First Union Securities that its bid was non-conforming. Therefore, the winning bid was that of U.S. Bancorp Piper Jaffray and Associates.

John Nefsted, Springsted, Inc., stated that there was some uniqueness in not meeting the pro forma requirements. He said the winning bid exceeds par by \$288. It is a non-insured issue. He then provided a brief analysis of the market. The last comparably-sized issue was sold by the Board of Regents 6 months ago. The true interest rate on that issue was 4.87 percent which was roughly 70 basis points over this sale. However, the sale is predicated on market conditions. The bond buyer index for the last comparable sale was 5.14 percent. The current bond buyer index is at 5.88 percent, an increase of 74 basis points. Therefore, he said the rate of 5.5249 percent was a good rate for a long-term security.

MOTION:

Regent Fisher moved to adopt the following:
(1) A Resolution providing for the sale and award of \$17,400,000 Dormitory Revenue Bonds, Series I.S.U. 1999B, and approving and authorizing the agreement of such sale and award. (2) A Resolution authorizing and providing for the issuance and securing the payment of \$17,400,000 Dormitory Revenue Bonds, Series I.S.U. 1999B, for the purpose of constructing and equipping a residence hall and related facilities and making other necessary improvements to existing residence halls and related facilities, all located on the campus of Iowa State University of Science and Technology, including funding the debt service reserve fund and paying costs of issuing the Bonds. Regent Lande seconded the motion, and upon the roll being called, the following voted:
AYE: Ahrens, Fisher, Kelly, Kennedy, Lande, Neil, Newlin, Smith, Turner.
NAY: None.
ABSENT: None.

MOTION CARRIED.

MOTION: Regent Fisher moved to (1) approve the bond issuance schedule for calendar year 2000 and (2) accept the report of the Banking Committee. Regent Smith 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 University of Iowa, Iowa State University, and the University of Northern Iowa.

Iowa State University officials emphasized in the report that the most important technology transfer contribution to Iowa's economic development is technology-literate graduates. In addition, technology transfer occurs through technical courses offered for professionals around Iowa and elsewhere. That point was echoed in the reports of the other two institutions. The university research parks continue to provide excellent opportunities for interactions between faculty, staff, and students in applied research fields. While difficult to document with precise statistics, it is clear that the universities provide economic benefit to Iowans' governmental, civic, and other channels in addition to the business and industrial sector.

Corporate-Sponsored Research

For the past several years, the number of corporate-sponsored research projects and the total research dollars (which includes funds for projects which are not technology-related) have increased at the three universities. The total research dollars at the University of Iowa, which includes more than corporate-sponsored research funding, increased markedly this past year. Also, the number of patents filed and issued has increased significantly. At Iowa State University, growth in business-derived research support has been increasing steadily over a five-year period.

Intellectual Properties/Licenses/Patents

The number of intellectual properties, licenses applied for, and patents issued fluctuates from year to year. Generally speaking, it has increased significantly over the past five years.

Research Parks

The research parks at the University of Iowa and Iowa State University continue to be of immense value. First, the universities provide encouragement, expertise, and future employees for the technical companies. Second, the universities benefit from the

research and development activities of the companies located at the parks. The research parks continue to add firms and numbers of employees.

Assistance to Governmental, Civic, and Non-Profit Organizations

All three universities provide services to a number of organizations in the state, in addition to businesses and industries. Collaborations exist with other educational units as well as local or regional governmental units, and, in one case, religious groups (energy conservation by the University of Northern Iowa).

Common Data Sets and Performance Indicators

The Board of Regents, in conjunction with the universities, has developed common data sets and performance indicators related to technology transfer and economic development. These will be reported more fully in December 1999. Some examples include:

All Universities

		SUI		ISU		UNI		
22	<i># of intellectual property disclosures</i>	1.1.4.1	93-94	69	93-94	139	93-94	0
			94-95	53	94-95	141	94-95	0
			95-96	74	95-96	155	95-96	1
			96-97	86	96-97	115	96-97	3
			97-98	90	97-98	158	97-98	4
			98-99	79	98-99	160	98-99	22
			Target	90	Target	NP	Target	NP

Iowa State University Only

23	# of new technologies licensed (ISU)	1.1.4.1	93-94 94-95 95-96 96-97 97-98 98-99 Target	50 42 48 57 70 55 55
24	# of new licenses generating revenues and total revenues (ISU) [includes those licenses that generate \$10,000 and greater income]	1.1.4.1	93-94 94-95 95-96 96-97 97-98 98-99 Target	21 for \$0.6 m 20 for \$0.7 m 20 for \$1.1 m 23 for \$1.5 m 33 for \$2.2 m 39 for \$2.3 m 30 for \$1.5 m

There are several indicators relating to sponsored research (#18, #20, and #21), and external funding proposals (#19) which include technology transfer initiatives as well as other funding.

The Board Office recommended that prospective activities for the coming year be included in a separate section for next year's report.

Associate Director Kniker provided the Regents with some general observations about the reports.

Vice President Skorton presented the report on behalf of the University of Iowa. With regard to the National Advanced Driving Simulator, he said university officials hoped to invite the Regents to see the device in the latter part of 2000.

Vice Provost Swan presented the report on behalf of Iowa State University. She noted that the university's students are its best technology transfer agents. She described some of the entrepreneurial activities that the university is fostering in the state of Iowa. She noted that next year university officials would present some accomplishments in the area of e-commerce.

Associate Dean Barton Bergquist presented the report on behalf of the University of Northern Iowa. He provided examples of significant assistance and outreach on the part of the university. The Iowa Waste Reduction Center has an active presence on the Web. He noted that the previous day President Koob had referred to the laser touch

paint sprayer device developed at the University of Northern Iowa which can save the industry money and reduces air pollution.

Regent Neil asked if the research parks overall are crowded. President Jischke responded that Iowa State University's 50 acres were full for 8 or 9 years. The university then acquired an additional 70 acres on which was built a multi-tenant facility. Before completion of the multi-tenant facility, a contract to expand it was in place.

Regent Neil asked if the businesses build the buildings. President Jischke responded that Iowa State University's research park has its own multi-tenant facility. Some businesses upon graduation want more space and their own identity. Some locate on the research park while some move to other locations around the state. He stated that 100 companies had gone through the incubator, 75 of which are alive and well today.

President Coleman said the University of Iowa's research park encompasses 200 acres in a variety of buildings. The research park is expanding extremely rapidly. Companies can build their own buildings. She asked Vice President Skorton to address a critical need in the state.

Vice President Skorton stated that the incubation process is an important source of "growing our own". There is not enough high-tech wet laboratory space. Wet laboratory space is very expensive space to build when it is unknown if a company will succeed. University officials have been working to find ways to develop flexible space that can be used as wet laboratory space as well as for other uses.

Regent Fisher asked if it was anticipated that corporate-sponsored research would continue to grow. President Coleman responded that the amount of corporate-sponsored research may fluctuate. University of Iowa officials are seeing tremendous increases partly because the university established a centralized clinical research office. President Coleman has had many discussions with the Director of the National Institutes of Health about the critical need to engage in clinical research activities. Most of this type of research is done with controlled clinical trials. She stated that she was very proud of what has been accomplished at the University of Iowa.

Vice President Skorton stated that with the leadership of Dean Kelch, the University of Iowa is learning from Iowa State University how to develop a mechanism for dealing with private entities. Much help has also been received from the Board Office. There has been a 20 percent/year growth in clinical trials since university officials created the clinical trials office. Also, the quality of the faculty and the University of Iowa Hospitals and Clinics has drawn drug and device companies to the state to try their products.

Regent Fisher asked how faculty benefit, including financially, from technology transfer. Vice President Skorton responded that there are four ways that faculty and staff benefit. 1) Corporate research contracts help pay for the conduct of research. 2) The training environment for students is the most important product. 3) If a faculty member is the author of intellectual property that ends up making royalties in excess of the cost of the patent, $\frac{1}{4}$ of the net proceeds goes to the inventor. 4) Corporate contacts for educational and professional development.

Vice Provost Swan stated that Iowa State University has many projects similar in dollar numbers to that of the University of Iowa. Iowa State University has more projects with small companies through its outreach services, most of which are for trouble shooting and problem solving.

Regent Neil referred to the Ag-Based Industrial Lubricants program award of patents on its soybean-based hydraulic fluid and a soybean-based transformer coolant. He asked about assistance in marketing those products. Associate Dean Bergquist responded that University of Northern Iowa officials are working with the Soybean Promotion Board. University officials have sought money from a variety of sources. He noted that the person who is the "engine" of this effort is very adept at making things known. He has met with legislators. The Ag-Based Industrial Lubricants program is now working on some projects for soybean-based greases.

Regent Neil suggested the university needed a different distribution channel for its soybean-based products so that consumers can find them.

President Newlin expressed appreciation to all of the presenters.

MOTION: Regent Lande moved to receive the reports on technology transfer and economic development from the University of Iowa, Iowa State University, and the University of Northern Iowa. Regent Kelly seconded the motion. MOTION CARRIED UNANIMOUSLY.

GOVERNANCE REPORT ON FIRE AND ENVIRONMENTAL SAFETY. The Board Office recommended the Board (1) receive the governance report on fire and environmental safety and (2) encourage the institutions to continue to correct identified deficiencies as expeditiously as possible within the limits of available funding.

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 1999, fire safety projects totaling \$23.5 million were completed in

general fund facilities, including \$10.5 million at the University of Iowa, \$5.6 million at the University of Iowa Hospitals and Clinics, \$5.1 million at Iowa State University, \$1.3 million at the University of Northern Iowa, \$0.9 million at the Iowa School for the Deaf and \$0.1 million at Iowa Braille and Sight Saving School. These sums do not include fire safety projects addressed as components of major renovation projects. Fire safety projects totaling \$8.7 million are planned or will continue for FY 2000.

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 by new 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. Each institution has a process in place to ensure that fire safety deficiencies are incorporated into renovation projects. All renovation projects and new construction must meet applicable building codes.

The institutions have indicated that \$4.4 million in additional funding is needed to correct deficiencies identified in past inspections by the State Fire Marshal. This amount excludes the deficiencies which will be corrected as part of major projects and work planned for FY 2000.

Associate Director Racki noted that this was the seventh time that she had presented this report to the Board. She said the institutions are making progress, which she described.

Regent Neil asked how the institutions prioritize fire safety projects. Vice President True stated that one of the ways to prioritize projects is through a fire safety equivalent system to evaluate the relative effectiveness of different changes. University officials work their algorithm to determine priorities. When there is a building remodeling project, university officials integrate fire and environmental safety projects into the remodeling, where appropriate.

Vice President Madden stated that Iowa State University officials follow basically the same procedure as outlined by Vice President True in prioritizing fire safety projects.

Regent Neil asked if the State Fire Marshal works in conjunction with university officials. Vice President Madden responded affirmatively. He said that in the summer of 1999 a review of the academic spaces on campus was conducted by the State Fire Marshal. With regard to asbestos removal, a policy decision was made to address those projects over a period of time.

Regent Neil asked if the Fire Marshal is involved when university officials adopt a plan to address fire safety issues. Vice President Madden responded affirmatively, noting that the State Fire Marshal reviews the plan and helps to prioritize projects.

Vice President Conner stated that much self-policing is done at the University of Northern Iowa. There are fire safety maintenance items but no major violations. Most fire safety projects are accomplished in conjunction with construction projects.

President Newlin referred to the budgeted amounts for addressing fire safety issues at the University of Iowa last year and this coming year. He asked for the projection of amounts five years from now. Vice President True stated that university officials are fairly close to accomplishing all of the outstanding fire safety issues. However, codes change and building uses change. He believes that in the next few years it will become an issue of keeping up, not catching up.

President Newlin asked for clarification of Iowa State University's projects listed as being completed and those projected for FY 2000. Vice President Madden responded that some of the projects are dependent on capital appropriations. He noted that a substantial component of the Gilman Hall project is to address fire safety deficiencies. There will be fluctuations based on capital funding from year to year.

President Newlin asked about the projects at the UIHC for fiscal year 2000. Vice President True said there will be a major upgrade of fire alarms throughout the facility.

ACTION: President Newlin stated the Board, by general consent, (1) received the governance report on fire and environmental safety and (2) 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 (1) receive the governance report on deferred maintenance and (2) encourage the institutions to continue to correct identified deficiencies within the limits of available resources.

Deferred maintenance has been a high priority of the Board of Regents for a number of years. The five-year plan (FY 2001 – FY 2005) approved by the Board in September 1999 includes \$16.9 million to address deferred maintenance needs. It is estimated that renovations and utility projects included on the five-year plan would correct an additional \$72.3 million in deferred maintenance. In total, if all items on the Board's five-year plan were funded, \$89.2 million in deferred maintenance would be corrected.

During recent years, the institutions have made major efforts to correct deferred maintenance. From FY 1993 through FY 1999, deferred maintenance projects totaling \$74.9 million were completed by the Regent institutions in general fund buildings and utilities. This amount includes projects totaling \$10.4 million completed in FY 1999. Projects planned for or which will continue into FY 2000 total \$19.2 million. During the same period of time, renovation projects have corrected significant amounts of deferred maintenance.

Deferred maintenance continues even though significant sums of money have been expended to reduce it. 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 \$156.8 million. This amount includes \$72.3 million in deferred maintenance components which would be corrected as part of major renovation projects in the Board's five-year plan. This is the first year that the institutions were asked to summarize, in a consistent manner, the deferred maintenance projects which would be incorporated into renovation projects in the Board's five-year plan.

Adequate funding in the operating budgets for building renewal is a critical factor in reducing current deferred maintenance and minimizing future deferred maintenance. FY 2000 general fund building repair budgets range from .34 percent to .78 percent of the replacement value of the facilities; the goal is to have the budgets equal 1 percent of the replacement value. The Board's operating budget appropriations request for FY 2001 includes a total of \$847,000 for building repair (renewal) for the University of Iowa, University of Northern Iowa and Iowa Braille and Sight Saving School to help avoid increasing the list of deferred maintenance requirements. Internal reallocation is another possible source of funds for building repair.

Associate Director Racki reviewed with the Regents the information that was provided in the meeting materials.

ACTION: President Newlin stated the Board, by general consent, (1) received the governance report on deferred maintenance and (2) encouraged the institutions to continue to correct identified deficiencies within the limits of available resources.

GOVERNANCE REPORT ON PURCHASING. The Board Office recommended the Board (1) receive the annual governance report on purchasing activity at the Regent institutions for FY 1999 and (2) 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.

Central Purchasing

In FY 1999, Regent institutions purchased \$489.4 million through central purchasing, representing an increase of \$103.2 million (26.7 percent) from FY 1998. Of the \$103.2 million increase, \$71.1 million (68.9 percent) were attributable to a restructuring in purchasing procedures at the University of Iowa.

The institutions have realized cost savings through several measures taken by central purchasing in FY 1999, including a 20.2 percent decline in regular written purchase orders and increased use of procurement cards. These 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.

Iowa-Based Businesses

Purchases from Iowa-based businesses accounted for 57.4 percent (\$274.2 million) of total purchases in FY 1999, compared to 48.8 percent (\$188.4 million) in FY 1998. The 57.4 percent represents the highest percentage achieved in the past four fiscal years.

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 businesses. The Board and the institutions are committed to purchases from Iowa-based business whenever possible.

Targeted Small Businesses

In FY 1999, Regent institutions purchased \$11.8 million through central purchasing from targeted small businesses (TSBs), as compared to \$10.8 million in FY 1998. Regent purchases from TSBs represented 2.6 percent of the Regent's eligible institution-wide purchases in FY 1999, as compared to the reported statewide TSB purchasing average of 5.0 percent for state agencies.

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 Department of Economic Development and the Iowa Department of Inspections and Appeals are working together to resolve TSB reporting issues.

Iowa Prison Industries

Institutional purchasing staff continue to work with representatives from Iowa Prison Industries (IPI) to identify products and develop methods for increasing institutional purchases. Purchasing governance reports for the past three years have noted dramatic increases in institutional purchases from IPI from \$115,516 in FY 1996 to \$992,662 in FY 1998. FY 1999 IPI purchases of \$956,845 decreased by \$35,817 (3.6 percent) from FY 1998 purchases.

Cooperative Purchasing

Cooperative purchasing has been a high priority for the Board and the Regent institutions since 1992 when MGT of America, Inc., recommended greater inter-institutional coordination and the use of joint purchasing contracts. In FY 1999, the institutions cooperatively purchased \$114.7 million, an increase of \$7.2 million (6.7 percent) over FY 1998 purchases.

Conflict of Interest Vendors

Vendors at the Regent institutions with a potential conflict of interest are required by statute to be approved by the Board. Once approved, vendors remain on an approved master list. During FY 1999, the Board approved ten new vendors, for a total of 110 approved vendors with potential conflicts of interest. Purchases from these approved vendors totaled \$139,114 during FY 1999, nearly double FY 1998 purchases.

Vendor Complaints

Formal vendor complaints relating to Regent purchases are periodically received. During FY 1999, one formal vendor complaint was received by the institutions, compared to three in FY 1998. The complaint was subsequently investigated and resolved.

Cost-Savings and Value-Added Purchasing

Cost-savings and value-added purchasing are accomplished annually in a variety of ways by the Regent institutions ranging from combined purchasing power to renegotiating contracts.

Procedural Changes

In an effort to streamline and improve purchasing at the institutions and update the Regent Procedural Guide, the Board Office and institutional personnel are in the process of evaluating selected policies and procedures relating to purchasing.

The initial step was a request by the Board Office to the institutions to submit comments relating to changes they would like to explore. After comments are received, Board Office personnel plan to meet with representatives from the institutions to discuss viable changes.

Director Elliott reviewed with the Regents the information that was provided in the docket materials.

Regent Fisher said he was pleased to see the increase of purchases from Iowa-based businesses. He asked what needs to be done to raise the amount of purchases from targeted small businesses. Director Elliott said there is a real difficulty with using targeted small businesses in Iowa because many of the businesses do not address the goods and services needed by the institutions.

Vice President Madden stated that Iowa State University officials try to identify businesses that produce the products needed by the university. University officials participate in a number of meetings in Des Moines to encourage targeted small businesses to submit bids and proposals. To some extent, the Department of Economic Development, which certifies targeted small businesses, needs to continue to work on its processes. More business enterprises need to be created within the state that fit into the categories needed by the universities. One of the challenges in doing business with Des Moines companies is that the business climate in Des Moines is good. Ames is 40 miles from Des Moines.

Vice President True said the certification process needs to be improved. Sometimes targeted small businesses are lost because of their success. He said the University of Iowa will try to reach past the 4-1/2 to 5 percent barrier.

Regent Fisher asked if purchases for capital projects are handled through central purchasing. Vice President True responded that with the University of Iowa's new accounts payable system, there is a way in which university officials can have a better perspective of the entire purchasing process. Also, purchasing officers work closely with Susan Mask, Director of Affirmative Action, who has been very helpful.

Regent Fisher asked if Iowa State University and University of Northern Iowa officials had considered working through central purchasing in construction projects. Vice President Madden responded affirmatively. He said construction contracts involve facilities staff; however, purchasing staff are also assigned to construction contracts. Vice President Conner stated that, for a number of years, a certain portion of construction contracts have been run through the University of Northern Iowa's central purchasing office. A couple of other areas were moved from facilities planning to central purchasing.

Regent Smith asked if there was some way the Board Office could support the targeted small businesses to get through the certification process and the administrative burden. Director Elliott responded that the certification is done through the Iowa Department of Economic Development and the Department of Inspections and Appeals. The Board Office participates in meetings on targeted small businesses. She noted that other state agencies are having difficulty meeting the targeted small business goal, also.

Regent Smith asked, if the process is a problem, if there was a way to focus on that issue. Executive Director Stork said staff could take another look at the process and have the Board Office get more involved. He noted that the Governor has appointed a task force to look at the issue.

Regent Smith stated that the issues that the Regents had been discussing had come up in the past. She hoped that the Governor's task force would be able to address the issues.

Regent Fisher stated that the gambling industry is required to purchase 80 percent of its games and services from Iowa-based businesses. Vendors are invited to Des Moines to put on a show and they come en masse. The gambling industry is thus exposed to many businesses of which they were not aware. By doing so, the industry is able to accomplish many of its goals.

Regent Kennedy pointed out that the institutions could help companies weave their way through the bureaucracy.

ACTION: President Newlin stated the Board, by general consent, (1) received the annual governance report on purchasing activity at the Regent institutions for FY 1999 and (2) 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 1999.

Total employer cost of insurance and retirement programs at the five Regent institutions and the Board Office was \$241 million (all funds) for fiscal year 1999 which is an increase of about 4 percent over the previous year. Costs for insurance and retirement programs average about 25 percent of non-student payroll.

Employer contributions to retirement programs (TIAA-CREF or IPERS and Social Security) totaled \$161 million. The employer contributes 10 percent to TIAA-CREF (or an approved substitute) while the employee contributes 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 \$63.3 million. Employees contributed \$23.8 million or about 26 percent of the total cost of the health and dental insurance programs.

The cost of sick leave (138,491 days) used in fiscal year 1999 by employees of the Board of Regents was \$18.6 million. The overall average annual usage per employee was 6.3 days which is unchanged from last year. The overall average merit employee usage was 9.4 days per year; while overall average P&S usage was 6.0 days per year. In accordance with the Code of Iowa, full-time state employees earn 18 days of sick leave per year (1½ days per month).

The cost of vacation leave (343,812 days) used in fiscal year 1999 by employees of the Board of Regents was \$56.4 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.

Total employer costs for specific programs for fiscal year 1999 are as follows:

Retirement Plans:	
Social Security	\$ 67,990,777
TIAA/CREF	89,785,403
Substitute Plans	234,978
IPERS	1,818,525
Federal	1,304,647
TIAA/CREF Waiver of Premium	2,348,919
Unemployment Compensation	430,950
Workers Compensation	1,558,127
Health Insurance	63,264,345
Life Insurance	4,931,838
Long-term Disability Insurance	6,130,352
Accidental Death and Dismemberment	338,022
Dental Insurance	4,267,885
TOTAL	\$244,404,768
Less interest received on cash reserves maintained by carriers	2,981,737
TOTAL	\$241,423,031

Director Wright reviewed the report with the Regents.

Regent Smith asked why the increase for health insurance was so much greater at the University of Northern Iowa. Director Wright responded that premiums are generally determined by actual cost of benefits paid. Therefore, a year in which someone had a major illness could drive up the cost. The premium costs fluctuate greatly by institution.

Regent Lande asked what happens to unused sick leave. Director Wright responded that there is no maximum accumulation. Employees can receive up to \$2,000 in sick leave payout at retirement.

ACTION: President Newlin stated the Board received the annual governance report of fringe benefits for employees for fiscal year 1999, by general consent.

BOARD OFFICE PERSONNEL TRANSACTIONS. The Board Office reported there were no transactions this month on its Register of Personnel Changes.

STATUS REPORT ON YEAR 2000. The Board Office recommended the Board (1) receive the report of the Board Office on the status of Y2K compliance at the institutions and (2) receive the report of Iowa State University on its Y2K plans for contingent operations.

In October the Board received a report that identified completion of remediation activities at the Regent institutions for mission critical information technology systems for Y2K compliance. As all such work has been completed.

The institutions continue to refine plans for contingent operations at the millennium transition. These plans will be put in place in the event of an information technology failure or failure of a system critical to the operation of an institution.

The State's Emergency Management Division (EMD) continues to refine its contingent operations procedures for which the Board Office serves as the liaison with the Regent institutions.

Director Wright reviewed the report with the Regents. He noted that the Legislative Oversight Committee no longer requests reports from the Board of Regents.

Assistant to the President Mukerjea presented the millennium transition plan for Iowa State University including contingency planning. He said he was confident that university officials would not have to implement the contingency plan but they were ready, if necessary.

President Newlin expressed appreciation to Assistant to the President Mukerjea for the report and for all of his work.

ACTION: President Newlin stated the Board, by general consent, (1) received the report of the Board Office on the status of Y2K compliance at the institutions and (2) received the report of Iowa State University on its Y2K plans for contingent operations.

APPROVAL OF VENDOR WITH A POTENTIAL CONFLICT OF INTEREST. The Board Office recommended the Board approve the request from Iowa State University to add MTEC Photoacoustics, Inc., to the university's list of approved vendors with a potential conflict of interest.

Iowa State University officials requested approval to add MTEC Photoacoustics, Inc., to its list of approved vendors with a potential conflict of interest. MTEC Photoacoustics, Inc., manufactures certain scientific equipment that no other manufacturer, domestic or international, currently produces. John McClelland, an Ames Laboratory Senior Physicist, owns a 50 percent share of MTEC. Linda Seaverson, an Ames Laboratory Research Associate, owns the remaining 50 percent of the company.

MTEC's scientific instruments are currently being used by John McClelland's Ames Laboratory group, by another Ames Laboratory group, and by the Soil Tilth Laboratory.

All purchase orders for MTEC products sold to the Ames Laboratory at Iowa State University will be reviewed by Dr. David P. Baldwin, Ames Laboratory Program Director, Environmental & Protection Sciences (John McClelland's immediate supervisor).

Within the Iowa State University purchasing department, the university employs a purchasing agent of scientific instruments, who has a scientific background and is well informed regarding other potential instrument sources. All purchases from each conflict of interest company are monitored on a monthly basis by dollar amount. The university has procedures in place to assure compliance with Board rules for conflict of interest vendors.

ACTION: This matter was approved on the consent docket.

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

December 15-16, 1999	West Des Moines Marriott Hotel	W. Des Moines
January 19, 2000	Telephonic Conference Call	
February 9-10, 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 14-15, 2000	Lakeside Laboratory	Okoboji
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 13-14, 2000	West Des Moines Marriott Hotel	W. Des Moines
January 17, 2001	Telephonic Conference Call	
February 21-22, 2001	Iowa State University	Ames
March 21-22, 2001	University of Northern Iowa	Cedar Falls
April 18, 2001	Iowa Braille and Sight Saving School	Vinton
April 19, 2001	University of Iowa	Iowa City
May 16-17, 2001	Iowa School for the Deaf	Council Bluffs
June 12-13, 2001	Iowa State University	Ames
July 18-19, 2001	University of Northern Iowa	Cedar Falls
September 12-13, 2001	University of Iowa	Iowa City
October 17-18, 2001	Iowa State University	Ames
November 14-15, 2001	University of Iowa	Iowa City

GENERAL
November 17-18, 1999

December 12-13, 2001 (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 University of Iowa was transacted on Wednesday and Thursday, November 17 and 18, 1999.

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

Registers of Personnel Changes for the months of July, August, September and October, 1999.

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

NAME CHANGE OF DEPARTMENT OF SPORT, HEALTH, LEISURE, AND PHYSICAL STUDIES TO THE DEPARTMENT OF HEALTH, LEISURE, AND SPORT STUDIES. The Board Office recommended the Board refer the proposed request to change the name of the Department of Sport, Health, Leisure, and Physical Studies to the Department of Health, Leisure, and Sport Studies and to change the name of the B.S., M.A., and Ph.D. degrees to reflect that new title to the Board Office and the Interinstitutional Committee on Educational Coordination for review and recommendation.

University of Iowa officials requested approval to change the name of the Department of Sport, Health, Leisure, and Physical Studies to the Department of Health, Leisure, and Sport Studies. This name change will complete a process of transformation that began in 1993 when the College combined two existing departments into one. A recent review of the new department encouraged the unit to request a name change that would more clearly identify its focus on health and leisure services.

The unit offers a B.S. degree at the undergraduate level, and M.A. and Ph.D. degrees at the graduate level. All degrees will take the name of the unit (thus, the unit will offer B.S., M.A., and Ph.D. degrees in Health, Leisure, and Sport Studies).

There will be no major budgetary impact as a result of this proposed name change.

ACTION: This matter was referred on the consent docket.

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

Extension of Medical Education and Biomedical Research Facility

Project Summary

	<u>Amount</u>	<u>Date</u>	<u>Board Action</u>
Permission to Proceed		Nov. 1999	Requested

University officials requested permission to proceed with project planning and the architectural selection process to develop the schematic design for a new biomedical research building, forming an extension to the Medical Education and Biomedical Research Facility currently under construction on the Health Sciences Campus. University officials also requested permission to develop the conceptual design for a companion structure.

In 1995 the university initiated a Health Sciences Campus master planning process which resulted in recommendations for a project to include a new academic building for medical education and biomedical research, utilities infrastructure improvements, renovations of laboratories and other academic space in existing facilities, the construction of a parking ramp on Newton Road, and the relocation of Newton Road. The demolition of the Steindler Building was recommended to provide the site for the Medical Education and Biomedical Research Facility (MEBRF), which is currently under construction. The master plan identified sites for further expansion of the medical research facilities. Support facilities (especially utilities) were constructed to accommodate substantial expansion on the site beyond the MEBRF. All of the various components of the Health Sciences Campus Plan previously approved by the Board are either completed, currently under construction, or in the design phase. Completion of the entire project is anticipated to occur during the 2001-2002 academic year.

Since the initiation of the MEBRF project, faculty of the College of Medicine have been highly successful in generating growth in extramural research funding. During the five-year span from 1994 to 1999, the college's research funding increased from \$104 million to \$168 million, a growth of 62 percent. In 1998 the College of Medicine ranked 11th among national public medical schools in the receipt of federal National Institutes of Health awards; this reflects a gain of two rank positions during the same five-year period.

The growth of the college's research activities is placing extraordinary pressure on its research facilities. Space constraints on existing research programs and anticipated faculty recruitment during the next two years will mean that the college will again have a severe shortage of assignable laboratory space after MEBRF is occupied in 2001. Dean Kelch of the College of Medicine presented a review of these issues at the November Board meeting.

The initiation of planning at this time will facilitate possible construction of a second building (Building B) soon after the completion of the MEBRF and the demolition of the remaining portion of the Steindler Building, which would be the site for the new facility. It is estimated that the site will accommodate an additional facility consisting of up to 110,000 gross square feet of space. The necessary utilities support and roadway improvements to serve Building B would be completed as part of current Health Science Campus projects.

The university will convene the Architectural Selection Committee for selection of the architectural firm, in accordance with Board procedures for projects which exceed \$1 million, and return to the Board at a future date for approval of the selected firm. The estimated planning cost of approximately \$1.5 million will be funded by institutional gifts and earnings.

Dean Kelch discussed the vision of the Health Sciences Campus, the rationale for the capital plan, potential building sites, current building and renovation projects, the capital campaign, research awards to the College of Medicine, and the rationale for the extension of the Medical Education and Biomedical Research Facility. With regard to National Institutes of Health funding, he said the University of Iowa ranks 11th among public medical schools. Iowa is the heartland of biomedical research. Information in the New England Journal of Medicine ranks Iowa in the top tier of states publishing biomedical research.

President Newlin said that was an impressive fact.

Dean Kelch described leadership and administrative changes in the health sciences. With regard to research laboratory space, he stated that in 2001, MEBRF will increase research space by about 20 percent. Between 1994 and 1999, research funding has grown 62 percent. Renovation projects and maximal utilization of College of Medicine and University of Iowa Hospitals and Clinics space have allowed this growth. Considering further anticipated growth, there will be little or no research space for assignment after 2001. Dean Kelch stated that due to the growth of the research enterprise, there is a need for planning of additional space to support the research enterprise of the College of Medicine and the College of Public Health. He said there is

strong bipartisan support for biomedical research funding by the National Institutes of Health. The Health Sciences Campus master plan identifies several sites near MEBRF for future construction.

Dean Kelch, on behalf of the University of Iowa, requested permission to initiate planning for additional projects on the Health Sciences Campus; specifically, approval to initiate schematic design for Building B (extension of MEBRF) and conceptual design of Building C.

MOTION: Regent Kelly moved to grant permission for project planning and the architectural selection process to develop the schematic design for a new biomedical research building, forming an extension to the Medical Education and Biomedical Research Facility currently under construction on the Health Sciences Campus and to develop the conceptual design for a companion structure. Regent Kennedy seconded the motion. MOTION CARRIED UNANIMOUSLY.

University Hospitals and Clinics—Carver Pavilion Air Handling System Upgrade
Source of Funds: University Hospitals Building Usage Funds

Project Summary

	<u>Amount</u>	<u>Date</u>	<u>Board Action</u>
Project Description and Total Budget	\$ 790,000	Nov. 1999	Requested

This project will install a new air handling system to serve the Ambulatory Cardiology and Cardiothoracic Surgery Clinics, and Cardiovascular Diagnostic Laboratories which are located on the fourth level of the Carver Pavilion. The project will replace the existing outdated and undersized system which currently serves the area, and upgrade similar equipment which serves the third level of the Carver Pavilion. The third level upgraded equipment will provide back-up ventilation and cooling support for the fourth floor facilities. Permission to proceed with the project was not required since the project budget does not exceed \$1,000,000.

Work will include the installation of a replacement air handling unit and upgrade of a second unit, and installation of new ductwork, controls and dampers to support the new system.

Project Budget

Construction	\$ 632,000
Architectural/Engineering Support	63,200
Planning and Supervision	31,600
Contingency	<u>63,200</u>
TOTAL	<u>\$ 790,000</u>

Lindquist Center—Connect to Chilled Water

Project Summary

	<u>Amount</u>	<u>Date</u>	<u>Board Action</u>
Project Description and Total Budget	\$ 770,000	Nov. 1999	Requested
Architectural Agreement (Shive-Hattery)	70,595	Nov. 1999	Requested

This project will connect the Lindquist Center to the east campus chilled water system, which will serve as the new cooling source for the building. The building's chillers, which currently provide cooling for the facility, have reached the end of their useful lives. To provide a more efficient method for cooling the Lindquist Center, university officials proposed to connect the building to the chilled water system which currently provides cooling to a number of east campus facilities. Permission to proceed with the project was not required since the project budget does not exceed \$1,000,000.

Work will include extension and installation of chilled water mains, building interfaces and related equipment, and removal of the existing cooling water systems, chillers, and heat exchangers.

University officials requested approval to enter into an agreement with Shive-Hattery to provide design services for the project. The agreement will include limited project inspection and administration services, which will be provided jointly by the university and Shive-Hattery. The agreement provides for a fee of \$70,595, including reimbursables.

Project Budget

Construction	\$ 615,000
Design, Inspection and Administration	
Consultant	71,000
Design and Construction Services	22,000
Contingency	<u>62,000</u>
TOTAL	<u>\$ 770,000</u>

Source of Funds:	
Building Renewal and/or Income	
From Treasurer's Temporary	
Investments	\$ 415,000
Utilities Enterprise Improvement and	
Replacement Funds	<u>355,000</u>
	<u>\$ 770,000</u>

Museum of Art—Chiller Replacement

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

Project Summary

	<u>Amount</u>	<u>Date</u>	<u>Board Action</u>
<u>Fine Arts Campus Air Conditioning Study</u>			
Permission to Proceed		Sept. 1999	Approved
Selection of Engineering Consultant (Burns and McDonnell)		Sept. 1999	Approved
<u>Museum of Art—Chiller Replacement</u>			
Project Description and Total Budget	\$ 490,000	Nov. 1999	Requested
Architectural Agreement (Shive-Hattery)	41,000	Nov. 1999	Requested

This project will replace two steam absorption chillers in the Museum of Art which currently serve the museum, the former Alumni Center, and portions of the Art Building. The chillers have reached the end of their useful lives and are failing.

In September 1999 the Board granted the university permission to proceed with a study of the Fine Arts Campus air conditioning systems. The purpose of the study, which is being conducted by Burns and McDonnell, was to develop a long-term strategy to provide reliable air conditioning service for all of the Fine Arts Campus facilities. This included the feasibility of providing cooling for the buildings via a chilled water distribution system. At that time, university officials indicated that the Museum of Art chillers had the most urgent need for replacement prior to the summer of 2000 in order to provide reliable cooling to preserve the university's art collection.

Due to the urgency to address the cooling needs for the Museum of Art, Burns and McDonnell completed a preliminary review of this facility prior to initiating the larger study of the Fine Arts Campus. The preliminary findings are consistent with earlier studies undertaken by the university which recommended the installation of replacement chillers in the Museum of Art. In addition to providing cooling for the facilities currently served by the existing Museum of Art chillers, the replacement chillers would have the capacity to connect with and supply a future Arts Campus chilled water loop, if that is recommended by the Burns and McDonnell final study. Proceeding with the project at this time will address the university's need to provide reliable air conditioning service for the Museum of Art for the 2000 cooling season.

The project will include demolition and removal of the existing chillers, adjacent piping and equipment, and installation of a replacement cooling tower at the museum. Two 300-ton centrifugal type chillers will be installed, and the piping and control systems will be modified to integrate the new chillers with the existing building system. The cooling tower to serve the museum will be salvaged from the Main Library; this building is served by the central chilled water system and therefore it no longer has use for the cooling tower.

University officials requested approval to enter into an agreement with Shive-Hattery to provide design services for the project. The agreement provides for a fee of \$41,000, including reimbursables.

Project Budget

Construction	\$ 395,000
Design, Inspection and Administration	
Consultant	41,000
Design and Construction Services	14,000
Contingency	<u>40,000</u>
 TOTAL	 <u>\$ 490,000</u>

University Hospitals and Clinics—Adult Cardiac Catheterization Laboratory
Replacement

Source of Funds: University Hospitals Building Usage Funds

Project Summary

	<u>Amount</u>	<u>Date</u>	<u>Board Action</u>
Project Description and Total Budget	\$ 454,370	Nov. 1999	Requested

This project will renovate 964 net square feet of space and install a replacement cardiac catheterization system in the Adult Cardiac Catheterization Laboratory located on the fourth floor of the Carver Pavilion. The existing equipment is 12 years old and is technically and technologically obsolete. The project will also install a digital archiving system to facilitate the storage and transmission of cardiac images. Permission to proceed with the project was not required since the project budget does not exceed \$1,000,000.

To accommodate the installation of the new equipment, the renovation work will include removal of partitions, doors and door frames, room and corridor finishes, and the installation of new partitions, electronic equipment cabinets, leaded doors and door frames, room finishes and casework. The project will also provide modifications to the heating, ventilating and air conditioning; fire/smoke detection and protection; and electrical systems to meet building code requirements.

Project Budget

Construction	\$ 363,500
Architectural/Engineering Support	36,350
Planning and Supervision	18,170
Contingency	<u>36,350</u>
TOTAL	<u>\$ 454,370</u>

University Hospitals and Clinics—Utility Vault Expansion

Source of Funds: University Hospitals Building Usage Funds

Project Summary

	<u>Amount</u>	<u>Date</u>	<u>Board Action</u>
Project Description and Total Budget	\$ 431,250	Nov. 1999	Requested

This project will expand an existing utility vault to accommodate the installation of additional electrical equipment to serve the General Hospital. The electrical upgrade is needed to provide an adequate power supply to support the future planned renovation and installation of new equipment in the Radiation Oncology Center. The project will also provide space for the replacement and re-routing of steam and condensate lines located adjacent to the vault to improve accessibility for repair and maintenance, and the relocation of sewer lines and fire protection water lines to accommodate the vault expansion. Permission to proceed with the project was not required since the project budget does not exceed \$1,000,000.

Project Budget

Construction	\$ 345,000
Architectural/Engineering Support	34,500
Planning and Supervision	17,250
Contingency	<u>34,500</u>
 TOTAL	 <u>\$ 431,250</u>

Power Plant—Turbine Generator One Overhaul

Source of Funds: Utilities Enterprise Improvement and Replacement Fund

Project Summary

	<u>Amount</u>	<u>Date</u>	<u>Board Action</u>
Project Description and Total Budget	\$ 330,000	Nov. 1999	Requested

This project will recondition Turbine Generator One in the university Power Plant. The generators must be overhauled every five to seven years to ensure that they will continue to function properly; Turbine Generator One was last overhauled in 1994. The reconditioning process includes disassembly of the machine, inspection of all internal

steam path components, and replacement of worn parts. Permission to proceed with the project was not required since the project budget does not exceed \$1,000,000.

The university will retain a contractor specialized in the disassembly, repair and re-assembly of the generator. University power plant staff will perform maintenance on all control and instrumentation circuits. The project budget includes a relatively large contingency since needed replacement parts and repairs cannot be determined until the machine is disassembled.

Project Budget

Construction	\$ 270,000
Design, Inspection and Administration	10,000
Contingency	<u>50,000</u>
TOTAL	<u>\$ 330,000</u>

National Advanced Driving Simulator
Source of Funds: State Appropriations

Project Summary

	<u>Amount</u>	<u>Date</u>	<u>Board Action</u>
Permission to Proceed		Feb. 1995	Approved
Architectural Agreement (Neumann Monson)	\$ 290,600	June 1996	Approved
Program Statement		Nov. 1996	Approved
Schematic Design		Nov. 1996	Approved
Project Description and Total Budget	5,700,000	Nov. 1996	Approved
Construction Contracts			
Utilities Extension (Wendler Engineering & Construction)	78,287	May 1997	Approved
Site Preparation (Dave Schmitt Construction Company)	40,611	July 1997	Approved
General Construction (McComas-Lacina Construction)	4,037,000	Sept. 1997	Approved
Architectural Amendment #1	54,270	Oct. 1999	Requested

This project has constructed a facility at the Oakdale Research Park to house the National Advanced Driving Simulator, which will conduct state-of-the-art research on the interaction between driving behavior, motor vehicle performance and highway conditions.

University officials requested approval of Amendment #1 in the amount of \$54,270 to the design agreement with Neumann Monson. The amendment will provide compensation for additional design services which were provided during the course of the project. The additional services included further structural engineering for the simulator's motion base, telecommunications infrastructure design, facility modeling and site work. University officials reported that these additional items were not foreseen when the agreement was approved in 1996 due to the specialized nature of the project. The amendment will also provide reimbursement for additional printing costs associated with the distribution of contract documents.

* * * *

Included in the university's capital register were project budgets under \$250,000, an amendment to an architectural/engineering agreement which was approved by the university (in accordance with Board procedures), a construction contract which was awarded by the Executive Director, acceptance of a completed construction contract, and final reports.

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

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

University officials requested approval to enter into a lease agreement as lessee with SilverTree Investments for the university's use of 210 square feet of office space located in Lone Tree, Iowa. The space will be leased at the rate of \$125 per month (\$7.14 per square foot, \$1,500 per year) for a one-year period commencing December 1, 1999, through November 30, 2000. The space will be used by the College of Public Health for a federally-funded research project to study asthma in children from rural communities.

University officials requested approval to renew its lease as lessor with CompuTerra, Inc., for its use of 286 square feet of business incubator space in the Technology Innovation Center at the Oakdale Campus at the rate of \$143 per month (\$6 per square

foot, \$1,716 per year) for a one-year period commencing December 1, 1999, through November 30, 2000. This is the same rate per square foot as the existing lease agreement, but the lease reflects a decrease of 264 square feet of space. University officials indicated that CompuTerra has reduced its staff since renewing its lease last year, and therefore the company requested less space for the current lease renewal.

University officials requested approval to renew its lease as lessor with The Patient Education Institute for its use of 1,849 square feet of business incubator space in the Technology Innovation Center at the Oakdale Campus (1,720 square feet of office space and 129 square feet of storage space) at the rate of \$1,476.33 per month (\$10 per square foot for the office space, \$4 per square foot for the storage space, \$17,715.96 per year). The space will be leased for a one-year period commencing December 1, 1999, through November 30, 2000. The rate for the office space, which is an increase of 17.6 percent over the current lease rate, is consistent with the university's rate schedule for tenants of the Technology Innovation Center. The storage space was not previously included in the lease.

University officials requested approval to renew its lease as lessor with Solltech/Caviforce for its use of 694 square feet of business incubator space in the Technology Innovation Center at the Oakdale Campus 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, 1999, through November 30, 2000. This is the same rate as the current lease agreement.

University officials requested approval to enter into a lease agreement as lessor with the American Institute of Sustainable Science and Technology for its use of 308 square feet of business incubator space in the Technology Innovation Center at the Oakdale Campus at the rate of \$218.17 per month (\$8.50 per square foot, \$2,618.04 per year) for a one-year period commencing October 1, 1999, through September 30, 2000.

MOTION:

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

MOTION CARRIED.

STATE UNIVERSITY OF IOWA
November 17-18, 1999

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 17 and 18, 1999.

COLLEGE OF EDUCATION: A FRAMEWORK FOR THE FUTURE.

President Jischke stated that a little over a year ago Iowa State University attracted Walter Gmelch to its College of Education. He introduced Dean Gmelch to discuss the planning and analysis that he has done.

Dean Gmelch stated that he was pleased to come to a state that is second to none in education. He said the key issues for the College of Education are identifying: 1) who we are, 2) who we serve, 3) where we are going and 4) how we get there. He described a model that the college had adopted which addressed structure and systems, strategy, faculty and staff, students, and shared values. With regard to staff and faculty, he said the administrative team members were all serving interim appointments when he came to the university. He said two of the college's majors are the third and fifth largest majors on campus. The college serves a diverse clientele.

Dean Gmelch shared with the Regents five of the college's eight goals: 1) enhance the quality of teaching and learning, 2) develop a teacher education program of national distinction, 3) infuse technology into learning and teaching, 4) strengthen scholarship and 5) expand outreach to address state issues. Shared values of the college include integrity, diversity, collaboration and community. Challenges ahead for the College of Education include preparation of professionals, diversity of people and programs, and leadership development.

Dean Gmelch concluded his presentation by stating that the College of Education is a complex college which is very connected to its clientele.

President Newlin thanked Dean Gmelch for coming to Iowa and to Iowa State University. He expressed appreciation for the presentation.

RATIFICATION OF PERSONNEL TRANSACTIONS. The Board Office recommended the Board approve the personnel transactions at Iowa State University as follows:

Register of Personnel Changes for October 1999.

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

REPORT OF A NEW CENTER TO BE CALLED THE NASA FOOD TECHNOLOGY COMMERCIAL SPACE CENTER. The Board Office recommended the Board receive the report of a new center to be called the NASA Food Technology Commercial Space Center of Iowa State University.

Iowa State University has received funding (\$500,000 for each of five years) from the National Aeronautics and Space Administration (NASA) to establish a new center to be called the NASA Food Technology Commercial Space Center. This center will lead a national effort in developing foods and food processing technologies in advancing space missions and commercial food products through cooperative efforts with NASA's scientists and technologists, commercial companies and academic researchers. There are no new financial obligations to the general fund of the University associated with this center. If and when NASA funding is no longer available for operation of this center, the center will be terminated.

Provost Richmond discussed the \$2.5 million grant which Iowa State University received from NASA to establish this center.

MOTION: Regent Kennedy moved to receive the report of a new center to be called the NASA Food Technology Commercial Space Center of Iowa State University. Regent Fisher 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 Iowa State University.

Institutional Roads—Iowa State Center Parking Lots Rehabilitation

Project Summary

	<u>Amount</u>	<u>Date</u>	<u>Board Action</u>
Permission to Proceed		Nov. 1999	Requested
Project Description and Total Budget	\$ 1,529,200	Nov. 1999	Requested
Engineering Agreement (Snyder and Associates)	125,068	Nov. 1999	Requested

This project will reconstruct, repair and resurface various deteriorated areas of the parking lots which serve the Iowa State Center. Work in the four southwest parking lots, which serve the City of Ames Park and Ride bus service, will be funded by a Federal Transportation grant from the city. Improvements to the two parking lots located directly north of this area will be funded by university parking system funds. The work in all of these lots will include partial reconstruction, patching of existing pavement, and asphalt overlay. University officials indicated that some repair work may also be undertaken in lots C5 and C6 to the east if funding is available.

The two parking lots located east of Stephens Auditorium and south of Hilton Coliseum will receive substantial reconstruction consisting of removal and installation of asphalt and paving. This work will be funded by the Iowa State Center.

The project will also include reconstruction, patching, and resurfacing of the north/south drives through the parking lots, to accommodate an anticipated increase in bus traffic, and drainage improvements and lighting upgrades. This work will be funded by the Iowa Department of Transportation Institutional Roads program and is consistent with the institutional roads program approved by the Board in July 1999. The entire project will be administered by the Department of Transportation.

The agreement with Snyder and Associates will provide design services, construction administration and observation services for the project. The agreement provides for a fixed fee of \$125,068, including reimbursables.

Project Budget

Construction Costs	\$ 1,302,700
Professional Fees	207,000
Project Contingency	<u>19,500</u>
TOTAL	<u>\$ 1,529,200</u>

Source of Funds:

Institutional Roads Funds	\$ 531,200
Parking Systems	450,000
Federal Transportation Grant (City of Ames)	420,000
Iowa State Center	<u>128,000</u>

TOTAL	<u>\$ 1,529,200</u>
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Reiman Gardens—Conservatory

Source of Funds: ISU Foundation

Project Summary

	<u>Amount</u>	<u>Date</u>	<u>Board Action</u>
Permission to Proceed		March 1999	Approved
Project Description and Total Budget	\$ 7,835,300	July 1999	Approved
Architectural Agreement (Smith Metzger)	739,740	July 1999	Approved
Program Statement		Nov. 1999	Requested

This project will construct a conservatory facility at the Reiman Gardens to support the university's multi-disciplinary academic programs and extension activities at the gardens, particularly those activities of the Department of Horticulture. The conservatory complex will consist of approximately 29,000 gross square feet of space (20,300 net square feet) and will include a garden conservatory area which will be used for permanent and rotating plant displays, growing greenhouses for plant production, and an auditorium and multi-purpose room for demonstrations, classes and seminars. In addition, the building will house a butterfly garden and laboratory, tea room, gift shop, reading room, and administrative office space.

The conservatory complex will be constructed to the north and west of the existing garden areas and adjacent to the Mahlstedde Building, which houses university extension offices and multi-purpose space for educational and other activities at the Reiman Gardens.

The garden conservatory area within the facility, totaling approximately 6,000 net square feet, will provide a year-round experience for visitors to the Gardens. The conservatory will house a combination of permanent plants and seasonal rotating plant displays. The permanent displays will represent the natural and botanical diversity of Iowa, and will also include plants not native to the state.

The growing greenhouses will be used to grow the plants for the conservatory and the outdoor gardens. The greenhouses will total approximately 8,000 net square feet of space, including the Head House area which will be used for the preparation of plants for production and display. The greenhouse areas will be open for public tours to educate visitors on greenhouse operations and plant production.

The auditorium and multi-purpose room will total approximately 1,800 net square feet and will be used for educational and outreach activities. These activities will include seminars, demonstrations, lectures and hands-on workshops. The auditorium will provide fixed seating for up to 100 people for conventional instruction. The multi-purpose room will be used for a variety of purposes and will accommodate portable seating for up to 100 people. This area will supplement the existing multi-purpose space in the Mahlstedde Building which receives heavy use.

The tea room (1,800 net square feet) will provide a retail food service operation for visitors with a limited menu that will be prepared primarily off-site. The tea room will have the capacity to accommodate up to 120 people and will be capable of serving catered meals to large groups.

Additional areas of the conservatory complex will include the butterfly garden and laboratory (1,000 net square feet) which will display and grow native and exotic butterflies and will provide opportunities for educational activities of the Entomology Department. The gift shop, reading room and office areas will total approximately 1,700 square feet. Many items specifically relating to the Reiman Gardens and horticulture, including educational tools for visitors' home use, will be sold in the gift shop to enhance the activities of the conservatory and the Gardens. The reading room will provide a public library with educational resources on horticulture, landscape architecture, and forestry to provide visitors with additional knowledge that can be applied to home garden settings. The administrative office area will house the office of the director of the Gardens.

The following is the space summary for the various areas of the conservatory complex:

	<u>Net Square Feet</u>
Growing Greenhouses (including Head House)	8,000
Garden Conservatory	6,000
Tea Room	1,800
Gift Shop/Reading Room/Offices	1,700
Auditorium	1,000
Butterfly Garden and Lab	1,000
Multi-Purpose Room	<u>800</u>
 Total Net Assignable Space	 20,300
 Total Non-Assignable Space	 8,700
(Maintenance, Mechanical/Electrical, Restrooms, Circulation)	
 Total Gross Square Feet	 <u>29,000</u>
 Net-to-Gross Ratio	 70 percent

University officials will return to the Board for approval of the schematic design for the conservatory facility. The university plans to begin construction in October 2000, with an estimated completion date of November 2001.

Hilton Coliseum Improvements—1999

Source of Funds: Hilton Coliseum Surplus Fund/Federal Emergency Management Agency (FEMA)

Project Summary

	<u>Amount</u>	<u>Date</u>	<u>Board Action</u>
Permission to Proceed		July 1999	Approved
Architectural Agreement (Herbert Lewis Kruse Blunck)	\$ 78,200	Nov. 1999	Requested

The improvements to Hilton Coliseum will be undertaken in response to changing demographics and life safety codes, and the increasing demand for guest amenities. The improvements are necessary to increase the functionality and competitiveness of Hilton Coliseum to ensure the economic future of the facility. The estimated project budget is approximately \$3.5 million.

The university received expressions of interest from eight firms to provide design services for the project. The university convened its Architectural Selection Committee, as required by Board procedures for projects over \$1 million, and selected three firms for interviews and further evaluation. The committee recommended the selection of Herbert Lewis Kruse Blunck to provide design services for the project. University officials requested approval to enter into an agreement with Herbert Lewis Kruse Blunck which will provide all standard architectural and engineering services from pre-design through the schematic design phase. The agreement provides for a fee of \$78,200, including reimbursables.

Utilities—West Campus Electrical Feeder
Source of Funds: Utility Enterprise Funds

Project Summary

	<u>Amount</u>	<u>Date</u>	<u>Board Action</u>
Project Description and Total Budget	\$ 471,676	July 1998	Approved
Engineering Agreement (Farris Engineering)	32,500	Oct. 1998	Approved
Construction Contract (Nikkel and Associates)	173,100	May 1999	Approved
Construction Contract Change Order #1	60,014	Nov. 1999	Requested

This project has installed a second set of electrical cables to serve the southwest campus to meet projected load increases resulting from new construction in this area. After unsuccessful efforts by the contractor to pull the cables through the conduit, the university determined that the conduit could not successfully accommodate the new cables due to a vertical shift in the conduit's path over an abandoned utility tunnel.

University officials determined that construction of an underground vault where the vertical shift occurred was necessary to accommodate the installation of the electrical cables. Construction of the vault required excavation of a portion of the abandoned tunnel, sidewalk removal and replacement, and the installation of materials in the vault

to support the cables. Approval of Change Order #1 will provide compensation to Nikkel and Associates for the additional work.

* * * * *

Included in the university's capital register were project budgets under \$250,000 and amendments to architect/engineer agreements which were approved by the university, the acceptance of completed construction contracts, and a final report.

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

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

University officials requested approval to enter into a lease agreement as lessor with Acumen Instruments Corporation for its use of 576 square feet of business incubator space at the Iowa State Innovation System at the ISU Research Park. The space will be leased for a six-month term commencing November 1, 1999, through April 30, 2000, at the rate of \$500 per month through January 31, 2000 (\$10.42 per square foot, \$6,000 per year), and increasing to \$700 per month effective February 1, 2000 (\$14.59 per square foot, \$8,400 per year).

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

MOTION CARRIED.

IOWA CENTRAL COMMUNITY COLLEGE—KTPR LICENSE TRANSFER AGREEMENT. The Board Office recommended the Board (1) authorize Iowa State University to execute and file a License Transfer Agreement with the FCC and (2) authorize Iowa State University to execute a Studio License Agreement with Iowa Central Community College.

Both of these documents were reviewed by Iowa State University's FCC counsel and by the Attorney General's office, and have found to be in order.

Iowa Central Community College has offered to make a voluntary reassignment of its FCC license for KTPR Radio and transfer of operations of KTPR Radio to Iowa State University and WOI Radio. This transfer will be phased in over a two-year period in order to facilitate the maintenance and development of high-quality public radio services in the north central region of Iowa.

In addition to the license transfer, Iowa Central Community College will transfer all fixed assets including studio equipment and office furnishings to Iowa State University. During the first year of the transfer, Iowa Central Community College will contribute \$80,000 toward the operation of the station. During the second year, it will contribute \$50,000 toward the operation of the station. After the second year, the community college will evaluate its continued role in the operation of the station.

At the September 1999 Board of Regents meeting, Iowa State University received approval to continue negotiations with Iowa Central Community College regarding the transfer of KTPR Radio to Iowa State University and to develop the appropriate agreements which would enable the transfer to occur.

Regent Kennedy asked if there had been any feedback from the Ft. Dodge community about the transfer of ownership. Director McGinley stated that in his years in public radio he had never seen a more smoothly operating transfer of ownership. The Ft. Dodge community is extremely supportive.

MOTION: Regent Lande moved to (1) authorize Iowa State University to execute and file a License Transfer Agreement with the FCC and (2) authorize Iowa State University to execute a Studio License Agreement with Iowa Central Community College. Regent Kennedy seconded the motion, and upon the roll being called, the following voted:
AYE: Fisher, Kelly, Kennedy, Lande, Newlin, Smith, Turner.
NAY: None.
ABSENT: Ahrens, Neil.

MOTION CARRIED.

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

IOWA STATE UNIVERSITY
November 17-18, 1999

President Newlin thanked President Jischke and his staff for their hospitality.

UNIVERSITY OF NORTHERN IOWA

The following business pertaining to the University of Northern Iowa was transacted on Wednesday and Thursday, November 17 and 18, 1999.

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

Register of Personnel Changes for October 1999.

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

CERTIFICATION IN TECHNOLOGY MANAGEMENT. The Board Office recommended the Board receive the information on the University of Northern Iowa's Certificate in Technology Management for delivery over the ICN.

Officials of the Credit Programs Office at the University of Northern Iowa proposed a Certificate in Technology Management that will count toward a major in General Industry and Technology at the University of Northern Iowa for delivery over the ICN and World Wide Web to Bettendorf, Burlington, Calmar, Cedar Rapids, Council Bluffs, Des Moines, Estherville, Fort Dodge, Marshalltown, Mason City, Ottumwa, Peosta, Sheldon and Sioux City. This certificate program is scheduled to begin in the Fall of 1999 and conclude in the Fall of 2000.

Board policy requires reporting of new ICN locations and World Wide Web program initiatives to the Board of Regents for information only. There are only minor costs involved in this certificate program since it is only part of an existing program.

ACTION: President Newlin stated the Board received the information on the University of Northern Iowa's Certificate in Technology Management for delivery over the ICN, by general consent.

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.

Residence Halls—Deferred Maintenance Projects

Source of Funds: Dormitory Revenue Bonds

Project Summary

	<u>Amount</u>	<u>Date</u>	<u>Board Action</u>
Architectural/Engineering Agreements Dancer Hall—Doors and Hardware (Andersen Holst Trost Svoboda Architects)	\$ 16,200	Nov. 1999	Requested
Hagemann Hall—Window Replacement (InVision Architecture)	16,000	Nov. 1999	Requested
Hillside Courts Apartments Roofs—Phase 4 (Van Winkle-Jacob Engineering)	24,950	Nov. 1999	Requested

The three projects are the first of several planned for 2000 to continue the university's efforts to address fire safety and deferred maintenance deficiencies in the residence system facilities in accordance with the Residence System Master Plan approved by the Board in March 1999. The projects are necessary to improve and maintain the residence system facilities at a level that will serve the university for the distant future.

The university completed the first series of fire safety and deferred maintenance projects totaling approximately \$6.6 million during the summer of 1999; all but a small portion of these projects were funded by dormitory revenue bonds. University officials proposed to fund the 2000 projects from the sale of dormitory revenue bonds. A May 2000 sale in the amount of \$18.4 million is included on the proposed bond issuance schedule which was considered by the Banking Committee and the Board at the November 1999 meeting. University officials will return to the Board for approval of the project descriptions and budgets for the three above-referenced projects, which will total approximately \$1.1 million, following approval of the bond issuance schedule. Permission to proceed with the projects is not required since the individual project budgets will not exceed \$1 million. Requests for approval of project descriptions and budgets and architect/engineer agreements for the remaining projects to be funded from the proposed bond sale will be forthcoming.

Approval of the architectural/engineering agreements at this time will allow the planning and design work to be completed so that construction can commence during the

summer of 2000. Interim financing, prior to the planned sale of the bonds, for the architectural fees will be provided by dormitory improvement funds. The construction schedule has been designed to minimize disruption to students and services in the residence hall facilities. The agreements will provide project design, construction coordination and periodic construction observation services. The fees include basic services plus reimbursables.

* * * * *

Included in the university's capital register were project budgets under \$250,000 which were approved by the university.

MOTION:

Regent Fisher moved to approve the Register of Capital Improvement Business Transactions for the University of Northern Iowa, as presented. Regent Smith seconded the motion. MOTION CARRIED UNANIMOUSLY.

President Newlin then asked Board members and institutional officials if there were additional items for discussion pertaining to 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 17 and 18, 1999.

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

Register of Personnel Changes for October 1999.

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

ACCEPTANCE OF THE LIED FOUNDATION AGREEMENT FOR PROPOSED ISD RECREATION CENTER. The Board Office recommended the Board accept and approve the agreement with the Lied Foundation for a \$2 million grant for the proposed ISD Complex subject to further review by the Board Office and the Attorney General's Office to:

- (1) Clarify issues related to the signatories, conditions, and payment of the grant; and
- (2) **Refine language to comply with state law since such grants cannot bind current or future governors and general assemblies.**

The Iowa School for the Deaf received notification of a grant award from the Lied Foundation that would provide \$2 million of the estimated \$8.75 million cost of the proposed ISD Recreation Complex project. The Lied Foundation forwarded a grant agreement for the proposed project which requires approval by the Board. School officials requested acceptance and approval of the agreement.

A review of the proposed agreement by the Board Office and the Attorney General's Office raised a number of issues which should be addressed and clarified in a revised agreement. Acceptance and approval of the agreement was recommended subject to the resolution of several issues. The Board Office will work with Iowa School for the

Deaf officials and the Attorney General's Office to prepare a revised agreement with the Lied Foundation.

Regent Fisher noted that there were many issues to be worked out.

Regent Lande said he believed the first draft was standard and that the lawyers should be able to work things out.

MOTION: Regent Kennedy moved to accept and approve the agreement with the Lied Foundation for a \$2 million grant for the proposed ISD Complex subject to further review by the Board Office and the Attorney General's Office to: (1) Clarify issues related to the signatories, conditions, and payment of the grant; and (2) Refine language to comply with state law since such grants cannot bind current or future governors and general assemblies. Regent Turner seconded the motion.
MOTION CARRIED UNANIMOUSLY.

RECREATION CENTER SCHEMATIC DESIGN. The Board Office recommended the Board approve the schematic design for the Iowa School for the Deaf Recreation Complex, subject to the following conditions:

- (1) Resolution of issues relative to the Lied Foundation agreement for financing a portion of the construction of the facility;
- (2) Relocation of the track away from the swimming pool area and approval by the Board of the new location; and
- (3) Future presentation and approval by the Board for (a) the design development drawings for the project; (b) an updated budget, if needed; and (c) an additional report on fund raising, including resolution of any outstanding issues regarding contingent grant awards.

Iowa School for the Deaf officials requested approval of the schematic design for the Recreation Complex project which will construct a new facility totaling approximately 57,900 gross square feet of space (approximately 40,100 net square feet) to include athletic and recreation space, conference/education space, administration/office space, along with building support areas. The project will be funded by FY 1999 and FY 2000 capital appropriations, Nebraska tuition moneys, and other funds consisting of operating budget repair and maintenance funds, as well as private funds which will provide a significant component of the project budget.

A schematic design for the facility, with an estimated project cost of \$6,138,000, was presented to the Board in May 1999. However, the design did not include a swimming pool, and the Board requested that the swimming pool be included with the gymnasium in one project. The swimming pool and a pedestrian track surrounding the pool, were subsequently incorporated into the schematic design. No other significant design changes have occurred since May. As requested by the school at the October Board meeting, the revised schematic design was presented for Board approval at this meeting.

Representatives of the project architects, InVision Architecture, presented the proposed schematic design. The total estimated project cost, based on the proposed design with the pool and track, was now \$8,750,000. Not included in this estimate are additional site preparation costs due to the quality of existing soils at the proposed building site. The estimated cost for the needed work is \$150,000 to \$200,000.

At the October meeting, Superintendent Johnson announced that sufficient funds had been raised to build the revised schematic design. However, there are a number of issues to be resolved to ensure the receipt of grant funding for the project, in particular from the Lied Foundation. If certain grant funds are not received, the project may need to be re-designed to fit within a reduced project budget. School officials requested Board approval of the agreement with the Lied Foundation at the November meeting.

The revised schematic design includes a walking track around the swimming pool. The need for an indoor track was not previously mentioned in budget requests for the project to the General Assembly, nor was it included in prior formal presentations to the Board. School officials indicated that the track was considered as an amenity to meet the needs of the community, although it was not specifically mentioned in the feasibility study for the project.

In addition, the proximity of the track relative to the pool and locker areas would cause pedestrians and swimmers (including those confined to wheelchairs) to use the same track space, resulting in a wet track surface and a potential safety hazard. The Board Office recommended that the school reevaluate options for location of the track. If an economical, safe and programmatically successful solution for construction of the track cannot be reached, it was recommended that no track be included in the facility.

The Board Office recommended that school officials bring forward at the conclusion of design development (scheduled for February 2000), the current drawings, an updated budget, if needed, and a report on fund raising, including resolution of any outstanding issues regarding contingent grant awards. This will allow any changes to the drawings to be made, if necessary, given the available resources.

Superintendent Johnson introduced Mike Broshar and Pierce Cody from InVision Architecture.

Mr. Broshar stated that the architects had presented the original schematic design in May. Revisions were made to address Regents' concerns and programmatic needs at the school. He said the building is located on the northwest corner of the campus. The biggest change to the design was the addition of the swimming pool. There was also a desire to add a walking track to the facility. The architects proposed to remove the walking track but had not had an opportunity to do the final layout with the pool. The pool has two distinct areas--one for diving and lap swimming and the other area for recreational swimming which goes from a zero depth to 5'. The pool might be turned so the shallower areas face the access from the locker rooms. Access will be provided to the pool from the main corridor. The facility was designed to conform with all codes in effect.

With regard to issues from the previous discussion, Mr. Broshar stated that the architects made sure the facility would provide adequate shelter during inclement weather. The weight room and wellness room were identified as shelter areas. The number of toilet rooms were revised in accordance with the potty parity law. The architects evaluated the exiting from the gym and met with the State Fire Marshal who gave his blessings to the exiting. The facility provides double the exiting required by building codes. All program elements are located on the first floor. The building structure is primarily brick with pre-cast stone elements. He said the architects had not identified the specific cost savings for removing the walking track. He anticipated there may be some savings but not a great deal of savings. There will be additional site preparation costs to be incorporated into the budget.

Regent Kennedy asked for an explanation of the potty parity law. Mr. Broshar responded that legislation with the nickname "potty parity law" identifies the criteria for a greater number of toilet fixtures in women's facilities. He did not recall the ratio.

Regent Kennedy stated that studies show the ratio should be 2-to-1 but she did not know the law in this regard. Mr. Broshar said he could review the matter further and provide that information. President Newlin suggested the architects consider a 2-to-1 ratio.

Regent Turner asked about capacity of the gym. Mr. Broshar responded that the gym would seat 800 in the bleachers.

Regent Turner asked about accessibility for people with limited mobility. Mr. Broshar responded that the bleacher seating would not accommodate people with limited

mobility. However, the bleachers are not run from wall to wall. Seating for persons with limited mobility would be on the gym floor.

Regent Fisher asked about the possibility of including an elevated track in the gym. Mr. Broshar responded that doing so would require increasing the size of the gym space itself. The architects looked at several options for locating the track but alternatives would affect the function of the first floor.

Superintendent Johnson said he believed the exterior of the building would be significantly changed if a second level were added to the gym. Mr. Broshar agreed with Superintendent Johnson, noting that the architects had attempted to organize single-story spaces around the two-story spaces.

Regent Lande asked if the removal of the walking track was a cost issue, only. Executive Director Stork said the walking track involved cost and safety issues. There were concerns about locating a track around a swimming pool.

Regent Fisher asked if the Board Office recommended that a track not be included in the facility. Executive Director Stork responded that the Board Office recommended either no track or relocation of the track. The basketball court and the swimming pool were the chief priorities for the recreation center, and are what was presented to the legislature.

Regent Fisher asked if when the bleachers are pushed back there would be room for a track. Mr. Broshar said the two practice courts could be used at the same time as a walking track.

Regent Turner asked about the alarm systems in the facility since it will serve deaf students. Mr. Broshar responded that visual alarms, the same as in place on the rest of the campus, are being provided. As the facility was being programmed, issues related to deaf and hard-of-hearing students were discussed. Those issues included lighting levels, providing visual alarms, and having more space around concessions for those who use sign language. He said the architects attempted to take all of those issues into account.

Superintendent Johnson said he was pleased with the status of this project. School officials will return to the Board in February with design development drawings and final verification of funds.

MOTION: Regent Kennedy moved to approve the schematic design for the Iowa School for the Deaf

Recreation Complex, subject to the following conditions:

(1) Resolution of issues relative to the Lied Foundation agreement for financing a portion of the construction of the facility and (2) Future presentation and approval by the Board for (a) the design development drawings for the project; (b) an updated budget, if needed; and (c) an additional report on fund raising, including resolution of any outstanding issues regarding contingent grant awards. Regent Smith seconded the motion. MOTION CARRIED UNANIMOUSLY.

It was understood by the Board, based upon the presentation of Dr. Johnson and the architects, that no track would be included in the proposed project. The design development drawings for the project to be presented to the Board in the future will not include a track.

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 17 and 18, 1999.

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

Register of Personnel Changes for the period of September 19 through October 16, 1999.

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 Register of Capital Improvement Business Transactions for the Iowa Braille and Sight Saving School.

Recreation Building—Tunnel Waterproofing
Source of Funds: FY 2000 Capital Appropriation

Project Summary

	<u>Amount</u>	<u>Date</u>	<u>Board Action</u>
Project Description and Total Budget	\$ 46,720	Nov. 1999	Requested

During heavy rains, ground water infiltrates the underground pedestrian tunnel between the Recreation Building and Rice Hall. The infiltration results in a potential safety hazard for students and staff. The project will include excavation of the tunnel, installation of a new waterproofing membrane and insulation, re-installation of the tunnel, and re-grading and replacement of surface landscaping.

MOTION: Regent Kennedy moved to approve the Register of Capital Improvement Business Transactions for the Iowa Braille and Sight Saving School. Regent Fisher seconded the motion. **MOTION CARRIED UNANIMOUSLY.**

IOWA BRAILLE AND SIGHT SAVING SCHOOL
November 17-18, 1999

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

ADJOURNMENT.

The meeting of the Board of Regents, State of Iowa, adjourned at 1:38 p.m. on Thursday, November 18, 1999.

Frank J. Stork
Executive Director