

6-5-1997

WSU Board of Trustees Meeting Minutes, June 5-6, 1997

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**OFFICIAL PROCEEDINGS OF THE ONE HUNDRED AND SIXTY-
EIGHTH MEETING
JUNE 5 and 6, 1997**

I. CALL TO ORDER

The meeting of the Wright State University Board of Trustees was called to order by Daniel W. Duval, chair, on Thursday, June 5, 1997, 2:00 pm, M368 Music Conference Room, Creative Arts Center. Mr. Duval, chair, called the roll:

Present

Absent

Walter R. Bennett

Robert E. Buerger

Matthew O. Diggs, Jr.

Dodie Ditmer

Daniel W. Duval

Daisy D. Foster

Thomas E. Palmer

Frederick W. Schantz

Rajesh K. Soin

II. PROOF OF NOTICE OF MEETING

Mr. Duval reported that this meeting was called by written notification and that a quorum was present.

III. DISPOSITION OF PREVIOUS MINUTES

Mr. Bennett moved that the March 27-28, 1997 minutes be approved as submitted. Mr. Diggs seconded, and the motion was unanimously approved, by voice vote.

IV. EXECUTIVE SESSION

In accordance with the Ohio Open Meetings Law, the Board, after a majority of a quorum, determined to hold an Executive Session by offering the following resolution:

RESOLUTION 97-38

RESOLVED that the Wright State University Board of Trustees agreed to hold Executive Session on Thursday, June 5, 1997, and be it further

RESOLVED that pursuant to the Ohio Revised Code 121.22 (G), the following issues may be discussed in Executive Session:

- **Legal Report**
- **Potential dismissal, demotion, or discipline of a tenured faculty member, and pertinent personnel matters**
- **Purchase of real property by WSU Foundation, Inc., and pertinent real estate matters**

Ms. Ditmer moved for approval. Mr. Buerger seconded, and the motion was unanimously approved by roll call vote.

V. RECESS

Following the Executive Session, the President's Cabinet, past trustees and special guests were invited to join the Board for a farewell dinner honoring retiring trustees Walter Bennett and NN Schneider.

VI. RECONVENE - ROLL CALL

The Wright State University Board of Trustees reconvened on Friday, June 6, 1997, 8:30 am, in the Berry Room of the Ervin J. Nutter Center.

Ms. Heard called the roll:

Present

Absent

Matthew O. Diggs, Jr.

Walter R. Bennett

Dodie Ditmer

Robert E. Buerger

Daniel W. Duval

Rajesh K. Soin

Daisy D. Foster

Thomas E. Palmer

Frederick W. Schantz

NN Schneider

Lynn E. Rapp

Mr. Duval stated that the Wright State University Board of Trustees is a public body subject to the Ohio Open Meetings Act. It operates on a fixed agenda available to those attending the meeting. Persons wishing to address the Board in its public session should submit a written request to the Board of Trustees' office 72 hours in advance of the meeting in order to be placed on the agenda. However, all persons address the Board at the

invitation of the Board and are subject to time limitations and other guidelines established to maintain the good order of the meeting.

VII. PRESENTATION AND POLICY DISCUSSION

College of Science and Mathematics

Dr. Robert Fyffe, Professor of Anatomy

Dr. Robert Gilkey, Chair and Associate Professor of Psychology

Professor Fyffe made a presentation to the Board on the multidisciplinary techniques in neuroscience research at Wright State. This research investigates the structure and function of the brain at the cellular level. This fundamental research impacts directly on our teaching mission, as exemplified by the novel approaches we use to teach students about normal and impaired brain function.

Professor Gilkey demonstrated, through an interactive and participatory presentation, human factors research in virtual reality. The Board members experienced a hands-on demonstration in virtual environments.

VIII. REPORT OF THE CHAIR

A. Election of Board of Trustees' Officers for 1997-1998

Mr. Duval stated that in keeping with the amendment to Article II, Section 2 of the Bylaws which was established by the Board of Trustees in 1992, election of officers will be held during the last meeting of the academic year. Mr. Duval asked for nominations:

1. Chair

Mr. Schantz nominated Mr. Duval; Mr. Palmer seconded, and Mr. Duval was unanimously elected Chair of the Board by voice vote.

2. Vice Chair

Mr. Schantz nominated Mr. Palmer; Ms. Ditmer seconded, and Mr. Palmer was unanimously elected Vice Chair of the Board by voice vote.

3. Secretary of the Board

Mr. Schantz nominated Ms. Foster; Mr. Palmer seconded, and Ms. Foster was unanimously elected Secretary of the Board by voice vote.

In accordance with Article III, Section 1, of the Bylaws, the newly-elected chair will appoint the Standing Committees of the Board before the annual fall meeting.

B. Recognition of Walter R. Bennett

In appreciation and recognition of Walter R. Bennett's service to the Board of Trustees, the following resolution was offered:

RESOLUTION 97-39

WHEREAS, Walter R. Bennett was appointed to the Wright State University Board of Trustees on September 14, 1988, by Governor Richard F. Celeste and has faithfully fulfilled his duties in that capacity for the past nine years; and

WHEREAS, Mr. Bennett took on the additional responsibilities of serving as secretary and treasurer of the Board of Trustees from 1991 through 1997, and as a member of the Executive Committee, demonstrating his continuing leadership and commitment to furthering Wright State University's Metropolitan University Mission and dedication to excellence; and

WHEREAS, during his tenure on the Board, Mr. Bennett has been an active, dedicated, and involved trustee providing outstanding leadership as chair and member of several Board committees, including the Executive, University Relations/Development, Buildings and Grounds, Finance and Audit, Academic Affairs, and Student Affairs committees; and

WHEREAS, he has been an active and strong supporter of the Wright State University College of Engineering and Computer Science and has served as an excellent role model for students within the college; and

WHEREAS, Mr. Bennett's faithful service on the Board of Trustees has helped to build a solid foundation for the university's continuing fiscal health, educational excellence, and exemplary integrity and leadership; therefore be it

RESOLVED that the Wright State University Board of Trustees does hereby express its sincere appreciation and heartfelt commendation to Walter R. Bennett for his years of service and outstanding leadership on behalf of the university.

Mr. Duval moved for approval. Mr. Schantz seconded, and the motion was unanimously adopted by voice vote.

C. Recognition of NN Schneider

In recognition of service as a student trustee, the following resolution was submitted to the Board for approval:

RESOLUTION 97-40

WHEREAS, NN Schneider was appointed to the Wright State University Board of Trustees on July 1, 1995, by Governor George Voinovich, and has enthusiastically and faithfully performed her duties as a student trustee while maintaining excellent academic standards as both an undergraduate and graduate student majoring in human factors engineering; and

WHEREAS, her commitment and involvement in student activities laid the foundation for her appointment as a student trustee on the Wright State University Board of Trustees; and

WHEREAS, she has further distinguished herself through outstanding involvement as a member of the Board of Trustees Institutional Integrity Task Force, as a member of the Student Affairs Committee of the Board of Trustees, as an active participant in the Association of Governing Boards,

Tau Beta Pi Honor Society, Human Factors and Ergonomic Society, Wright Engineering Council, the College of Engineering and Computer Science Steering Committee, and numerous college and university committees, and as a representative of Student Government; and WHEREAS, Ms. Schneider was the founder of the College of Engineering and Computer Science's mentoring program; and WHEREAS, Ms. Schneider has been the recipient of many awards and honors including induction into the Golden Key National Honor Society and the Society of Women Engineers; and WHEREAS, Ms. Schneider will carry forward the knowledge and experience gained at Wright State University as she remains committed to public service; therefore be it RESOLVED that the Wright State University Board of Trustees expressed its sincere appreciation to NN Schneider and extends best wishes for her future success.

Mr. Duval moved for adoption. Ms. Ditmer seconded, and the motion was unanimously adopted by voice vote.

D. President's Recent Achievements

President Flack has been selected for several prominent positions within the national and state arenas of higher education and in the Miami Valley community. He was selected to serve as a member of the Association of Governing Boards Council of Presidents. Dr. Flack also was elected president of the Ohio College Association for a period of one year. Finally, the Area Progress Council has elected Dr. Flack as its leader for the 1997-98 year.

E. Ratification of Contract with the President of the University

The Executive Committee of the Board of Trustees has negotiated and agreed upon a contract renewal with the president which incorporates details as set forth below. The following resolution was submitted to the Board for approval:

RESOLUTION 97-41

WHEREAS, the Board of Trustees of Wright State University has established a long range agenda for the further achievement of excellence and that agenda includes completing the vision and strategic plan, executing a quality improvement initiative, implementing the Campus Master Plan, completing the first WSU major fund raising campaign, accomplishing the Campus Climate recommendations, internationalizing Wright State University, completing the technical transformation of Wright State University, bringing to fruition such initiatives as DAGSI, the Information Technology Research Center, and privatizing AFIT, and

WHEREAS, the implementation of the aforementioned agenda can only be accomplished effectively and efficiently through a longer term commitment to the president; and

WHEREAS, the Board of Trustees wishes to align the president's compensation with its policy of maintaining faculty salaries in the second quartile in the state of Ohio; therefore be it

RESOLVED, that the Board of Trustees ratifies the contract executed on June 5, 1997, for a period of three years with three one-year options effective July 1, 1997, between this Board and the President of Wright State University, Dr. Harley E. Flack.

Mr. Schantz moved for adoption. Ms. Ditmer seconded, and the motion was unanimously approved by a roll call vote.

IX. REPORT OF THE PRESIDENT

A. 1998-2003 Strategic Plan

The Board reviewed the 1998-2003 Strategic Plan. The university community also was given the opportunity to study the document at length and the Academic Council approved the document without dissent at its May meeting. The faculty approved the Strategic Plan at its Spring Quarter meeting by more than a two-thirds majority. The following resolution was presented to the Board for its approval:

RESOLUTION 97-42

WHEREAS, the Board of Trustees charged the university to implement a strategic planning process resulting in the 1988 Wright State University Strategic Plan which was to be updated through a continuing process; and
WHEREAS, the Board of Trustees approved a 1993 update to the 1988 plan; and

WHEREAS, in 1994, the Board of Trustees charged Wright State University President Harley E. Flack with the responsibility to produce a 1998-2003 update to the University's Strategic Plan; and

WHEREAS, the 1998-2003 Strategic Plan provides support for the university's aim and mission and is the first step in implementing the University *Vision 2020* by identifying those activities necessary for the university to respond to external requirements and changes which have occurred since the 1993 plan was approved; therefore be it

RESOLVED that the Wright State University Board of Trustees approve the 1998-2003 Strategic Plan as submitted to this meeting, reaffirming their charge for effective planning.

Mr. Schantz moved for adoption. Ms. Ditmer seconded, and the motion was unanimously approved by a voice vote.

B. Governance

1. Faculty Governance

President Flack encouraged the faculty to develop and implement a governance entity which would allow them to have a voice in matters pertaining to university activities. The Academic Council, which included faculty, staff, and students, has considered this matter for the past two years and at its May meeting adopted the recommendation of moving from the Council structure to a Faculty Senate. Considerable work by the faculty leadership resulted in the structure of the senate and its adoption by the university faculty at its spring quarter meeting.

The University Faculty Constitution and Bylaws have been approved to represent the change from the Academic Council to the Faculty Senate. To complete the recognition of this body, the following resolution was presented to the Board of Trustees for adoption:

RESOLUTION 97-43

WHEREAS, the Academic Council has served Wright State University well during the university's formative years; and

WHEREAS, the university has now reached a level of academic maturity necessitating the creation of a new governance structure that emphasizes faculty input; therefore be it

RESOLVED that, subject to or contingent upon the Board of Trustees action on the University Code of Regulations or By-Laws, the Academic Council be eliminated and replaced by the newly-constituted Faculty Senate as approved by the general university faculty on May 13, 1997. Mr. Palmer moved for approval. Mr. Schantz seconded, and the motion was unanimously adopted by voice vote.

2. University Council

As the elimination of the Academic Council leaves a void for the staff and student voices into the governance process, the University Forum, an advisory group to the president, has approved its elimination and replacement as the University Council. The University Council will be a collaborative governance body that addresses university-wide issues of the faculty, staff, administration and students. It will consider proposals emanating from the various university constituencies, make recommendations on policies, and provide advice and consultation to the university administration. The University Council will be advisory to the president of the university.

RESOLUTION 97-44

WHEREAS, Wright State University President Harley Flack has consistently sought and received input and guidance on important university matters since his arrival in 1994; and

WHEREAS, the university has now reached a level of organizational development necessitating the creation of a new governance structure that

includes input from faculty, staff, administrators and students, therefore be it

RESOLVED that subject to or contingent upon the Board of Trustees action on the University Code of Regulations or By-Laws; the University Council be established as an inclusive governance body as recommended by the president.

Mr. Palmer moved for approval. Ms. Ditmer seconded, and the motion was unanimously adopted by voice vote.

C. Update on AFIT

Governor George Voinovich submitted a proposal to U.S. Secretary of the Air Force Sheila Widnall to privatize the Air Force Institute of Technology. In collaboration with the Governor's budget office and the Ohio Board of Regents Chancellor's Office, the proposal was prepared by Senators Finan, Horn and Kearns for consideration by the Ohio legislature.

The proposal included requirements of \$4 million in state support in the first year of the biennium and \$7 million in continuing support. The University of Cincinnati has expressed reluctance to support the proposed plan if other universities would lose funding in the AFIT privatization plan.

The Ohio Senate has supported the plan contingent upon clearer support from Ohio State University, University of Cincinnati, University of Dayton and Wright State. The Senate has earmarked \$500,000 for the proposal and placed the additional \$3.5 million in the Research Challenge line item as a temporary measure, pending a final recommendation from the Joint Conference Committee. However, the Chancellor has expressed concerns that additional funds to support the privatization not be provided at the expense of supporting research at other Ohio universities.

State legislators are attempting to secure federal support for facilities to house the programs.

D. Approval of June Graduates

Dr. Flack announced that spring commencement will be held on Saturday, June 14, 1997, 10:00 am, in the Ervin J. Nutter Center.

Section 1.03 of the Wright State University Code of Regulations provides that the Board of Trustees shall grant degrees to qualified graduates after due consideration of nominations by the faculty. Candidates were nominated at the General Faculty Meeting on May 13, 1997.

Since applications for degrees are accepted in advance, the recommendation is that we be permitted to make changes in the list to correct errors and to add or delete names of persons who unexpectedly will

or will not meet all requirements for graduation. A list of Spring 1997 degrees follows, along with comparison figures for Spring 1996.

1996 1997

BUSINESS AND ADMINISTRATION

Bachelor of Science in Business 268 231

EDUCATION AND HUMAN SERVICES

Bachelor of Science 20 16

Bachelor of Science in Education 130 145

ENGINEERING AND COMPUTER SCIENCE

Bachelor of Science in Biomedical Engineering --- 2

Bachelor of Science in Computer Engineering 26 10

Bachelor of Science in Computer Science 13 6

Bachelor of Science in Electrical Engineering 25 21

Bachelor of Science in Engineering Physics 1 1

Bachelor of Science in Human Factors Engineering 12 5

Bachelor of Science in Materials Science and

Engineering 4 1

Bachelor of Science in Mechanical Engineering 43 37

LIBERAL ARTS

Bachelor of Arts 261 263

Bachelor of Fine Arts 37 37

Bachelor of Music 8 5

Bachelor of Science 8 13

NURSING AND HEALTH

Bachelor of Science in Nursing 111 92

SCIENCE AND MATHEMATICS

Bachelor of Arts 54 66

Bachelor of Science 126 123

Bachelor of Science in Medical Technology 7 9

SCHOOL OF GRADUATE STUDIES

Doctor of Philosophy 4 5

Educational Specialist 2 ---

Master of Arts 41 56

Master of Business Administration 85 92

Master of Education 127 226

Master of Humanities 7 2

Master of Music 1 ---

Master of Rehabilitation Counseling 7 4

Master of Science 136 126

Master of Science in Computer Engineering 8 4

Master of Science in Engineering 46 38

Master of Urban Administration 4 6

SCHOOL OF MEDICINE

Doctor of Medicine 83 87

WRIGHT STATE UNIVERSITY LAKE CAMPUS

Associate Degrees 70 50

TOTAL 1,790 1,788

RESOLUTION 97-45

RESOLVED that the candidates for degrees for March and June 1997, be and hereby are confirmed and approved.

Ms. Ditmer moved for approval. Ms. Foster seconded, and the motion was unanimously adopted by voice vote.

E. Confirmation of Academic and Administrative Appointments and Changes

Dr. Flack reported that since the last Board meeting, the following academic and administrative appointments, changes, retirements, departmental reporting, resignations and terminations have been made:

RESOLUTION 97-46

RESOLVED that the Academic and Administrative Appointments, Changes, Retirements, Departmental Reporting, Resignations and Terminations submitted to this meeting be, and the same hereby are approved.

Mr. Schantz moved for approval. Ms. Foster seconded, and the motion was unanimously adopted by roll call vote.

F. Report on Investments

Dr. Flack reported that since the last Board meeting, investments for March 31 and April 30, 1997 have been received. These reports have been distributed to the trustees and will be filed with the official Board of Trustees records.

G. Ratification of Contracts and Grants

Dr. Flack reported that since the last meeting of the Board of Trustees, \$1,091,410 in contracts and grants have been received. Through April 30, 1997, the number of grants and contracts awarded to Wright State University faculty are up by 18% compared to this time last year. The dollar amount of awards made to date exceeds last April's cumulative total by \$2.8 million or 12%. Awards for research are showing an even more dramatic increase--up by nearly 32%.

The following resolution was submitted for approval by the Board:

RESOLUTION 97-47

RESOLVED that the contracts and grants submitted to this meeting be, and the same hereby are ratified.

Mr. Palmer moved for approval. Mr. Diggs seconded, and the motion was unanimously ratified by roll call vote.

H. Distinguished and University Professor Awards

DISTINGUISHED PROFESSOR AWARDS

According to Wright State University policy, approved by the Board of Trustees in September of 1987, Dr. Flack recommended the appointment of the following two distinguished professors, effective July 1, 1997:

FREDERICK WHITE DISTINGUISHED PROFESSOR OF SERVICE

(July 1, 1997 to June 30, 2000)

Peter Bracher, Professor of English, College of Liberal Arts

BRAGE GOLDING DISTINGUISHED PROFESSOR OF RESEARCH

(July 1, 1997 to June 30, 2000)

Robert Fyffe, Professor of Anatomy, College of Science and Mathematics
and

School of Medicine

RESOLUTION 97-48

RESOLVED that the faculty appointments of distinguished professors, as submitted to this meeting be, and the same hereby are approved.

Ms. Ditmer moved for approval. Mr. Schantz seconded, and the motion was unanimously ratified by voice vote.

X. REPORTS OF THE COMMITTEES OF THE BOARD

A. Academic Affairs Committee

Ms. Foster, chair, reported on the Academic Affairs Committee meeting of May 30, 1997.

Strategic Plan, 1998-2003

The Strategic Plan has been completed and has received support from the Academic Council and the university faculty.

Faculty Senate Proposal

The proposal is the result of a two-year study by the faculty. The new senate will replace Academic Council in the governance structure of the university. A proposal for a body to advise the president in accordance with university by-laws is being developed.

New Faculty Officers

It was announced that Dr. James Sayer is assuming the office of faculty president and that Dr. Robert Sweeney, Associate Professor and Chair of the Department of Finance, Insurance, and Real Estate has been voted president-elect of the faculty for the 1997-1998 academic year.

Writing Across the Curriculum

During the past year, 490 writing-intensive sections involving over 3,000 students each quarter in both general education and major programs have assured continuity of writing instruction for all students and practical

application of critical thinking and writing skills in the disciplines affecting future careers. The importance of the program was acknowledged and appreciation for its structural implementation into the academic curriculum was expressed. Continuation of collaborative efforts to more closely align high school preparation of students with university expectations was encouraged.

Special Course Fees - Implementation

Details on the issue of special course fees were provided, noting that these fees are selectively applied in particular courses. The fees have not been a significant barrier to student registration and that payment of fees does not impact on student registration or other university privileges.

University Division

A brief report on the operation of the University Division and the Strategic Plan call for the establishment of a University College was given. The intent is to focus the efforts of the university to channel student ability and preparation for more successful entry into academic majors. The new University College will focus on the freshman year, and colleges will assume more responsibility for mentoring of students with declared interest who need additional preparation.

1. Policy on Extending Probationary Period

With faculty approval and presidential support for a revision in the promotion and tenure policy to permit tenure-track faculty members, during their probationary period, to request an extension of that period under conditions related to birth or adoption of a child, care for a seriously ill or injured person, or recovery from serious injury or illness, the following resolution was presented to the Board:

RESOLUTION 97-49

WHEREAS, policy to extend the probationary period for child care and serious illness was approved by the Academic Council and General Faculty in May of 1997; therefore be it

RESOLVED that the policy, as presented to this meeting be, and the same hereby is approved.

Ms. Foster moved for approval. Mr. Schantz seconded, and the motion was unanimously ratified by voice vote.

2. Emeritus Request

In accordance with university policy approved by the Board of Trustees, the following faculty member has met the requirements for emeritus status:

RESOLUTION 97-50

WHEREAS, faculty members who have served ten or more years as fully-affiliated and full-time members at Wright State University will

automatically be granted the emeritus title upon retirement and upon written request by the faculty member to the provost; and WHEREAS, Alex F. Roche, Professor of Community Health and Pediatrics, has served the university since 1977 in a fully-affiliated status and has requested emeritus status; therefore be it RESOLVED that the request for emeritus status for the aforementioned faculty member submitted to this meeting be, and the same hereby is endorsed.

Ms. Foster moved for approval. Mr. Schantz seconded, and the motion was unanimously ratified by voice vote.

3. Admissions Policy Revision

A resolution revising the university admissions policy to bring it into compliance with the 1981 Regent's Advisory Commission on articulation was reviewed. Recommendation that direct-from-high-school students who do not meet specific academic requirements be admitted only "conditionally" to Ohio public colleges and universities. The following was submitted for approval by the Board:

RESOLUTION 97-51

WHEREAS, Wright State University, in its tradition of excellence, has high academic performance expectations of all of its students; and WHEREAS, for first-year direct-from-high-school students, historical data indicate that these performance expectations are best achieved by students who graduate from a state chartered high school, have completed the recommended college preparatory curriculum and have earned a 2.0 cumulative grade point average (GPA); and by out-of-state students who, in addition to meeting the above criteria, present evidence of above-average ability to do college work; and

WHEREAS, the state-adopted recommendations of the 1981 Advisory Commission on Articulation between Secondary Education and Ohio Colleges require that direct-from-high-school students who do not meet the above requirements be admitted only conditionally to Ohio public colleges and universities; and

WHEREAS, Wright State University, through its Enrollment Planning Council, has developed a new admissions policy which, consistent with the above, establishes for direct-from-high-school students new admissions categories of UNCONDITIONAL, CONDITIONAL, and DEFERRED admissions; and this proposed policy has been recommended by the Council of Deans, the President's Cabinet, the University Undergraduate Curriculum and Academic Policies Committee (UUCAP), Academic Council, and the university faculty; therefore be it

RESOLVED, that the Wright State University Board of Trustees approves this proposed new admissions policy for implementation, beginning with the Fall Quarter of 1997.

Mr. Schantz moved for approval. Ms. Ditmer seconded, and the motion was unanimously ratified by voice vote.

B. Advancement Committee

Mr. Palmer, chair, reported on the committee meeting of June 5, 1997.

1. WSU World Wide Web Policy

As part of a national trend, Wright State is engaged in an accelerated access and use of the Internet. There was a need to facilitate consistency of design and use of information, and with anticipated expansion of WSU web sites and access to the Internet, a policy framework was necessary to guide its continued development and refinement. This is an initial policy, and with the changing nature of technology, it will be reviewed on an annual basis.

The following policy was presented to the Board of Trustees for approval:

RESOLUTION 97-52

WHEREAS, the Wright State University Campus-Wide Information System (CWIS) supports the mission of the university by providing a widely accessible and user-friendly computer-based network that supports and enhances teaching, research and service;

WHEREAS, Wright State University seeks to maintain a leadership role in the field of information technology and therefore is committed to establishing a strong, positive presence through the use of World Wide Web pages on the Internet;

WHEREAS, the CWIS is an official publication of Wright State University and as such should present a compelling, consistent and unified image of the university to both internal and external audiences;

WHEREAS, consistent guidelines for presenting official university information on the Internet are needed to ensure that the university is effectively represented in online communications; and

WHEREAS, the Campus-Wide Information System Advisory Committee appointed by the Provost has recommended a policy to govern the operation of the Wright State CWIS on the Internet; therefore be it

RESOLVED that the Wright State University World Wide Web Policy as submitted to this meeting be, and the same hereby is approved.

Mr. Palmer moved for approval. Mr. Schantz seconded, and the motion was unanimously ratified by voice vote.

WRIGHT STATE UNIVERSITY WORLD WIDE WEB POLICY

I. Purpose

The World Wide Web allows Wright State University staff, faculty and students to promote WSU educational opportunities and activities to a local, regional and international community that includes alumni and current and prospective students, faculty, staff and friends.

II. Structure

A. Wright State University's World Wide Web pages are considered university publications as well as campus-wide information sources. The Campus-Wide Information System (CWIS) Administrator, in the Office of Public Relations, and the CWIS Advisory Committee oversee the structure and development of the Wright State University main home page and determine guidelines for consistent graphic design, writing style and accuracy of official information for this page (located at <http://www.wright.edu>) and the pages linked directly to it.

B. The Computing and Telecommunications Services (CaTS) office provides the computer hardware and assigns accounts on Wright State's main web server. CaTS will also administer a search engine for the WSU web site and provide standard cgi scripts to facilitate use of the web.

C. Media Services provides the computer and assigns accounts on a separate web server for student organization and student personal pages.

D. Various areas of the university also maintain web servers, using university equipment and staffing. This policy applies to any Wright State University web server, web server administrator, web server account owner or web page publisher.

III. Official and Unofficial Web Pages

A. The Wright State University web site includes both official and unofficial pages. Official pages are those of university offices or departments sanctioned by the president of WSU or his/her designee; unofficial pages are those not sanctioned by WSU, including, but not limited to, staff, faculty and student personal pages and student or employee organization pages.

1.) Wright State University is not responsible for unofficial pages. The university reserves the right, however, to remove from any Wright State web server any page that is found to be in violation of the law or university policies or interests or that is detrimental to performance of the web server or the network.

2.) The following statement must appear on any Wright State University web page that provides links to faculty, staff or student personal pages, student organization pages or other unofficial pages: "The views and opinions expressed on unofficial and personal pages of Wright State University faculty, staff or students are strictly those of the page authors. The content of these pages have not been reviewed or approved by Wright

State University." Place the disclaimer statement immediately preceding links to faculty, staff or student personal pages or other unofficial pages.

IV. User Responsibilities

A. The names, initials, seals, mascots and logos associated with Wright State are trademarks owned by the university. Any representation of university marks (artwork or graphics) such as the university seal, Rowdy Raider, or any other identity mark associated with the university must adhere to the guidelines in the *Institutional Identity Standards Manual* and must be approved as to design and usage through the Office of Public Relations.

B. WSU web account owners and web publishers are responsible for the content of their pages and are subject to all university policies and standards pertaining to print publications and computing ethics, including but not limited to:

- 1.) Employee Use of Computing Services, *Wright Way Policy #3002*.**
- 2.) *WSU Identity Standards Manual*.**
- 3.) *WSU Student Organization Handbook*.**
- 4.) *WSU Student Handbook*.**
- 5.) Applicable federal and state laws.**

C. Without specific authorization from the CWIS Advisory Committee or its designated agent, Wright State University web servers may not be used for the following:

- 1.) Advertising or server space for non-university persons or organizations.**
 - a.) A web advertisement consists of:
 - i.) Text or graphics placed on a web page that have been paid for by a non-Wright State University organization; or**
 - ii.) Text or graphics placed on a web page in exchange for goods or services.****
 - b.) The following examples do not constitute an advertisement:
 - i.) General interest links to commercial web sites that may be of interest to web viewers and that are available free of charge (e.g. links to Alta Vista search service, city of Dayton home page, area weather links);**
 - ii.) Subscription services or site licenses that the university pays for to gain access to a commercial service (e.g. Netscape Navigator, FirstSearch);**
 - iii.) Information that relates to or supports the teaching, research or service mission of the university, such as academic departmental conferences; or**
 - iv.) Listings of sponsors for a performance or special event (the listings must not be hyperlinks to a commercial sponsor's web page).****

2.) Activities that would provide non-university-related personal monetary gain; or

3.) Activities that would provide direct financial benefit to any non-Wright State University organization.

V. Guidelines for Official Pages

Web account owners are responsible for presenting accurate data and for updating any material they publish on the university's web servers.

Authors who have received accounts for official WSU web pages must adhere to these publishing guidelines:

A. Create a visual heading for the top of your page, which clearly identifies it as a Wright State University college, school, department, program, area, etc.;

B. Include the <title> tag and a title for your page within the <head> </head> tags for indexing/search purposes (see below for example);

<HEAD>

<TITLE>Wright State University's Home Page</TITLE>

</HEAD>

C. Include the name and automated e-mail address of a contact person or page owner at the bottom of each page;

D. Note the date the page was created or updated (if more than one person is maintaining the page, you may want to include the name or initials of the person who made the last modification);

E. Link each page to one or more previous pages; include a link to the Wright State University home page at <http://www.wright.edu> on your area's "top-level" page;

F. Create text alternatives for graphics so those users who are not able to view graphics will understand your page and be able to navigate it;

G. Respect the copyrights of text, sound and graphic material, remembering that the appearance of material in print does not indicate that the university holds permission for use beyond that appearance;

H. Review the document *Publishing Web Pages at Wright State University* pertaining to design and content of web pages; and

I. Check pages on a regular basis to check for dead links and to keep information current.

VI. Additional Information Regarding Student Organization and Student Personal Pages

A. Server space is available to any student organization registered with the university or any currently enrolled student. Organizations are initially limited to three (3) megabytes of space and students to one (1) megabyte of space. Additional space may be allocated for special needs. Allocated space

may only be used for material directly associated with the organization's or student's web page.

B. The content of a student organization's web page must relate specifically to the activities of that organization. Content may include the constitution and by-laws of the organization, meeting minutes, membership rosters, calendars or announcements of events, links to related pages, member bios, or similar material. Organization pages are required to include the campus address and phone number of the organization or a responsible officer.

C. Space allocated to an organization may not be used for personal pages of members or officers of the organization; however, the organization page may provide links to member personal pages. If links are provided to student personal pages, the standard disclaimer ("The views and opinions expressed on unofficial and personal pages of Wright State University faculty, staff or students are strictly those of the page authors. The contents of these pages have not been reviewed or approved by Wright State University.") must be placed immediately preceding links to these personal pages.

D. Students' personal pages must adhere to all policies in the *WSU Student Handbook*.

E. Student personal pages should include a <mailto:> tag, if possible, or some other means of contact. Students' personal pages will be removed from the server within three (3) months of withdrawal or graduation from the university.

F. Account owners are responsible for creating and maintaining their web pages. Media Services offers color scanning of flat art and 35mm slides or negatives on a time-available basis.

VII. Policy Review

This policy will be reviewed as needed, at least annually.

Campaign Planning/Case Statement

A feasibility study will be conducted during the summer, consisting of dual track interviews: 1) campaign consultants will interview approximately 50 individuals consisting of business/community leaders and current or potential donors to determine their awareness of the university's image, reputation, recognition of programs, and potential support for the campaign; and 2) telemarketing 30-minute interviews with 200 plus individuals--alumni and others in the Miami Valley and beyond. The results of the feasibility study will be discussed at the September Advancement Committee meeting for recommendation to the Board at its October meeting.

Based on the Strategic Plan and numerous meetings with university deans to discuss college/school needs for the future, a preliminary priority list was developed for a proposed campaign and outlines investments in three strategic areas: Endowment, 60 per cent of the campaign goal, Facilities and Technology, 20 per cent, and Program Support, 20 per cent of the campaign goal. The entire case statement will be completed next week and distributed for review and comment.

WSU Foundation Five-Year Gifts and Expenditures

An overview of Foundation activities for the past five years in fund balances, gifts, expenditures, and endowment growth was discussed. It was requested that the overview also include operational costs in raising funds and the amount of money that actually goes to students.

The issue of Foundation policy/procedures regarding asset growth and annual expenditures will be discussed at a future meeting.

Development Progress Report

Through May 31, development results totaled \$2,613,007, or 87% of goal. The ADC Campaign, Corporate Appeal and Campus Scholarship Campaign are still underway.

Public Relations Update

Public Relations activities since January 1997, compared to last year were reviewed:

- * 50% increase in media mentions (40% more positive than last year)**
- * 60% increase in president's meetings with editorial boards**
- * 69 image articles in either print or broadcast**
- * "Brunch with the President" series will be held with the media on a quarterly basis. First one scheduled for June 17.**
- * WSU has engaged an outside firm to design new marks for Athletics and a university logo.**

Updates

a) University/Foundation Audit for FY97 -- The university and Foundation issued a joint RFP, in conjunction with the State Auditor's office, for selection of an independent auditor, according to the specific accounting standards for each entity. Deloitte & Touche will conduct the audits.

b) WSU Alumni Programs -- A national search will be conducted for a new director, with responsibilities for general university alumni programs and close coordination with the WSU Alumni Association.

c) Miami Valley Venture Fund L.P. -- Including the WSU Foundation, there are 37 limited partners, with a total investment pool of \$37,200,000. Eight projects have been funded to date and two are investing in the Miami Valley. The overall goal is a 50 per cent investment in area venture projects.

C. Building and Grounds

In Mr. Soin's absence, Ms. Foster reported on the committee meeting of May 20, 1997.

Access Circulation

Design development drawings of Access Circulation Phase I and schematic design of Access Circulation Phases II/III are highlighted below:

Access Circulation, Phase I:

Includes Lot 4.

Construction documents are currently being prepared. Construction will begin in July and will be completed in December.

This phase will add 350 parking spaces, sidewalks, lighting, security telephones, and new drainage to Lot 4. The existing lot will be repaved and a connecting spur to Meijers will be added.

Cost of this phase is approximately \$800,000.

Access Circulation, Phases II and III:

Phases II and III are also funded and have been combined to obtain more cost-effective bids.

The gravel parking lots along Col. Glenn Highway will be removed.

An earthen detention area will be located east of Center Road which will dissipate storm water runoff.

Two intramural play fields will be constructed along Col. Glenn Highway. Decorative grasses will be planted around the play fields to make the area visually appealing.

Center Road will be widened thus eliminating the traffic bottleneck.

Service Road will be removed and the bicycle and pedestrian paths will connect to meet with Raider Road. Lighting and security telephones will be included in this improvement.

Green space will replace two existing parking areas in the center of campus.

The Student Union side entry plazas will be redesigned.

Hamilton Hall and the Student Union have outside enclosed corridors which will be removed, thus creating a prominent vista from Lot 4 to the interior of campus.

A cost estimate is being prepared for the window wall. It is still in the design stage, but costs and recommendations for materials will be available.

New signage will be placed at all campus entrances.

Capital Projects Status Report

Academic Building:

Vice President Fistler is organizing a formal ground breaking.

Drawings will be completed May 23; advertisements will be sent out on May 28; bids are due by June 25; and, a letter of intent for the storm sewer and telecommunications work will be sent prior to issuance of contracts.

Access Circulation:

The university's goal is to have most of this project completed by next fall (1998) in time for the aerospace conference.

Fawcett Hall Phase IV:

Dr. Carmichael's laboratory, currently split into two separate locations on campus, will be consolidated, enlarged and relocated to the basement of Fawcett Hall.

This project completes the fire protection system for the building.

Technology Infrastructure:

Telecommunications closets are 50 per cent complete.

The project completion deadline is the end of this calendar year.

Effective immediately, there be a tracking system for all capital projects.

This would ensure that all projects are kept on schedule.

Fawcett Hall Rehabilitation, Phase III:

Bid Package "A" - First floor asbestos removal will take place between May 27 and June 20.

Bid Package "C" - A critical path schedule is being used for this project. If completion is not accomplished by August 15, it may be concluded during Christmas break. Facilities will be ready for classes by September 1.

Oelman Hall Rehabilitation, Phase I - Contractor and architect evaluations are complete. The end user also evaluates university services for each project.

Other Business

Pedestrian Bridge - AMS has indicated that all estimates thus far are cost prohibitive. Further discussions with AMS will proceed at a later date.

Underground Storage Tank - The previously discovered underground storage tank has been emptied and removed. After its investigation, the administration is comfortable that there are no other unlocated underground tanks.

Baseball Stadium - Ron Nischwitz has been working with various contractors and has a list of those who are willing to donate all or part of various services for the project. In order to proceed, Mr. Thoroughman will meet with Mr. Nischwitz to determine the feasibility of using the contractors' services. They will then meet with those contractors (willing to contribute) to develop a workable plan. The first phase of this project would involve installation of lighting, a scoreboard, extra seating, upgrading the dugout, constructing concession stands and toilet rooms.

Vice President Achterman and John Siehl, Nutter Center General

Manager, have been working with a company to upgrade the Nutter Center scoreboards and sound system. They hope to put together a package whereby the university would obtain necessary equipment for the Nutter Center. Sponsors would pay to have their names appear on the scoreboard for a designated period of time thus defraying the cost (of the scoreboard). The baseball scoreboard may be funded via this joint working partnership.

Nutter Center Underground Storage - When the mechanical room was constructed to house equipment for the ice rink, a considerable amount of Nutter Center storage was eliminated. In order to provide needed storage space, a proposal has been developed to construct an underground storage room in the side of the hill next to the loading dock. The facility will be approximately 3,000 square feet and cost \$42/sq. ft.

Nutter Center Differential Settling - Construction will begin on June 16. Haywood Baker has agreed to do deep soil grouting and restoration of the soil. Total estimate for grouting, relaying the floor inside, removing and rehanging the exterior panels, hanging the door frames, and the roof drain will cost approximately \$220,000. The university and Shook will partner on this project, but KZF has stated that they do not accept any obligation. University officials will continue to work to involve KZF.

Bombers Hockey - Phase II discussions with the Bombers will resume this summer.

D. Finance and Audit

Mr. Diggs, chair, reported on the committee meeting of May 21, 1997.

1. Current Funds Budget, Fiscal Year 1997-98

As of June 5, the Senate version of the budget added \$70 million to subsidy with no tuition caps. However, if universities decide to raise tuition more than eight per cent, the additional funds must be dedicated to scholarships and financial aid. Wright State University proposes to increase tuition and fees for Main Campus by three per cent, and one and one-half per cent for Lake Campus. The Finance and Audit Committee recommended approval the proposed Instructional and General fees beginning Fall Quarter 1997. The *Current Funds Budget 1997-98* as presented during the Board of Trustees Workshop on May 16 includes the Instructional and General fee increases noted above plus Special and Other Fees. Also included is a four per cent increase pool for salaries and wages.

The following resolution dealing with instruction and general fee increases was submitted to the Board for approval:

RESOLUTION 97-53

WHEREAS, it is imperative that the university maintain the quality of its educational programs; and

WHEREAS, it is vital that the university work to maintain its accessibility to Ohio's population; and
WHEREAS, Wright State University's Board of Trustees Resolution 92-4 proposed to establish tuition and fee levels which place the university no lower than the midpoint in the array of charges levied by Ohio public four-year institutions; and
WHEREAS, the Ohio General Assembly plans to consider authorizing fee increases; therefore be it
RESOLVED that Main Campus tuition and fees for Fall Quarter 1997 be increased over those for Fall Quarter 1996 by three per cent; and Lake Campus tuition and fees for Fall Quarter 1997 be increased over those for Fall Quarter 1996 by one and one-half per cent and be it further
RESOLVED that this resolution supersedes 96-48, dated June 7, 1996, and be it further
RESOLVED that the student fee increases as noted herein and now before the Board of Trustees be and hereby are approved.

Mr. Diggs moved for approval. Mr. Schantz seconded, Ms. Foster abstained and the motion was ratified by roll call vote.

The following resolution formally adopts the *Wright State University Current Funds Budget 1997-98* and the Special Fees that are associated with the budget, i.e., parking and transportation fees, transcript fees, lab fees, etc.

RESOLUTION 97-54

WHEREAS, enrollment levels are expected to continue to decline and state support for higher education is anticipated to increase minimally in the next biennium; and
WHEREAS, appropriate planning and consultation within the university has been accomplished; and
WHEREAS, Wright State University has developed a budget to guide operations during the fiscal year beginning July 1, 1997; and
WHEREAS, said budget includes an array of special and other fees, in addition to the instructional and general fees; therefore be it
RESOLVED that the president may make expenditures within projected income levels, may limit the expenditures of funds within any given category, may transfer funds within the major budget categories, and take such other actions as may be in the best interest of the university as submitted to this meeting; and be it further
RESOLVED that the university's current funds budget as described in the accompanying text and tables, including the special and other fees, now before the Board of Trustees be and hereby are approved.

Mr. Diggs moved for approval. Ms. Foster seconded, and the motion was unanimously ratified by roll call vote.

2. Tax Exempt Lease Agreements

The university has always taken advantage of tax exempt leasing programs for the acquisition of major equipment. The interest rates are fixed at the time of financing and are usually obtained through a competitive bid process. The university would like to renew the \$3 million, two-year lease purchase authority that was approved in Resolution 95-41, which expires June 30, 1997. The university must still conform with all other policies related to the acquisition of goods and services including a specific approval by the Board of Trustees of transactions involving more than \$500,000.

RESOLUTION 97-55

RESOLVED that the president and treasurer of Wright State University be, and hereby are, authorized on behalf of the university to enter into one or more Lease Purchase Agreements, or other financing arrangements, for the acquisition of such types of capital equipment as the Office of Financial Services may wish to finance, up to a total of \$3 million for the period July 1, 1997, through June 30, 1999, as submitted to this meeting be, and the same hereby is approved.

Mr. Diggs moved for approval. Ms. Foster seconded, and the motion was unanimously ratified by roll call vote.

Budget vs Actual, Third Quarter

An overview of the "Current Funds Budget Analysis" was distributed.

Recorded revenues and expenditures through March 31, 1997, versus budget for the same period were discussed. Highlights were:

Instructional subsidy is greater than forecasted by \$1.1 million.

Restricted grant and contract activity is greater than prior years.

School of Medicine revenues are up approximately \$1.6 million.

A significant part of expenditure variance is due to unspent departmental budgets.

Institutional support: There is \$1.1 million in unspent vacancy credits.

Auxiliary enterprises expenditures - The results from operations are less favorable than expected. Attendance at basketball games and hockey games as well as the hiring of a new basketball coach have impacted these figures.

Overall, the university has had a very positive year. It is expected the university will have the potential of at least a \$2 million increase in unallocated fund balance at year end. It was requested that the university compare itself with other institutions in terms of reserves. This information will be included in the year-end report.

3. Approval of Contracts \$500,000 and Above

The student insurance in the School of Medicine is currently out for bid. The students pay the university for their insurance which is in turn paid to the carrier. This contract will be finalized this summer.

The following resolution was presented to the Board for approval:

RESOLUTION 97-56

WHEREAS, in order for the university to conduct business on a day-to-day basis, and provide products and services in a timely manner, routine purchases must be made; and

WHEREAS, occasionally these expenditures exceed \$500,000; therefore be it

RESOLVED that authorization is granted for the following contracts as submitted to this meeting be, and the same hereby is approved.

School of Medicine (Student Insurance) - \$800,000 (\$400,000/year)

(Term of contract: 8/1/97-6/30/99) - Vendor to be determined.

Mr. Diggs moved for adoption. Mr. Palmer seconded, and the motion was unanimously approved by roll call vote.

Investment Reports

Investment reports for March and April 1997 reflect our favorable budget position and show that cash balances have increased.

The process used in selecting a new working capital investment manager was explained. University Investment Policy Guidelines were stringently followed during this process. A Request for Proposal (RFP) was advertised in the newspaper and sent to all firms that expressed interest within the past five years. There were 12 responses to the RFP. Based on presentations, review of materials and references, two firms were selected. It was recommended that since several local institutions who already do business with Wright State University received the RFP but did not reply or have satisfactory responses, it would be prudent to contact them by telephone to determine their level of interest or flexibility. If there are no positive responses, the university will proceed as planned to hire the selected firms. If there are at least two positive responses, then a determination will be made how to proceed. If the bid process is reopened, the Finance and Audit Committee will be polled by telephone.

Other Business

External Auditor Selection - It was reported that FY96 was the last year for the university's external auditor, Deloitte & Touche. The state of Ohio RFP process changed somewhat this year in that the incumbent is allowed to rebid, and the Foundation is included in the bid. Deloitte & Touche was selected from four responses to receive the five-year/four-party contract.

University officials will meet with Mike Fritz, Partner, Deloitte & Touche, prior to and upon completion of the audit.

E. Student Affairs

Student Government President Report

Josh Coutts introduced the newly-elected Student Government executive officers for 1997-98. Richard Garrett will be president and Donnell Gregory will be vice president. Richard is majoring in pre-medicine and Donnell is majoring in elementary education.

At the Student Government meeting on May 9, 1997, Mike Schulze, architectural engineer, reported on the Master Plan. Student Government liked some elements of the plan but had concerns with other elements. Further discussions of the plan are planned.

Interviews for the Student Election Commission are in process. Budget Board guidelines are under review in order to determine an improved method to fund student groups.

The proposal to change the Academic Council to a Faculty Senate passed. Student Government is deeply concerned over action which eliminated voting rights for student members of the Faculty Senate curriculum committee.

Vice President for Student Affairs and Enrollment Services Report

The following resolution was presented to the Board:

RESOLUTION 97-57

WHEREAS, Joshua Coutts and Steven Poelzing were selected by the Wright State Student Body to serve as their duly-elected president and vice president for the 1996-97 Academic Year; and

WHEREAS, Joshua Coutts and Steven Poelzing have demonstrated exemplary leadership skills in their roles in Student Government; and

WHEREAS, Joshua Coutts and Steven Poelzing have served with distinction as advocates of the Wright State University student body; therefore be it

RESOLVED, that the Wright State University Board of Trustees recognize the achievements and contributions of Joshua Coutts and Steven Poelzing.

Ms. Ditmer moved for adoption. Mr. Palmer seconded, and the motion was unanimously approved by voice vote.

Information on fall quarter applications was distributed. The impact of the new conditional admissions policy was discussed.

The proposed residence hall room rates were discussed. These rates have been approved by the Residential Community Association and reviewed by Student Government. There were no objections to the rate proposal.

XI. UNFINISHED BUSINESS

None

XII. NEW BUSINESS

**A. Faculty Appreciation Breakfast June 14, 1997, 8:00 am, Berry Room
Commencement June 14, 1997, 10:00 am, Nutter Center Arena**

XIII. ADJOURNMENT

The meeting adjourned at 10:15 am.