

The Board of Regents, State of Iowa, met on Wednesday and Thursday, December 15 and 16, 1999, at the Marriott Hotel, West Des Moines, Iowa. The following were in attendance:

	<u>December 15</u>	<u>December 16</u>
<u>Members of Board of Regents, State of Iowa</u>		
Mr. Newlin, President	All sessions	All sessions
Ms. Ahrens	By phone until 3:32 p.m.	Excused
Mr. Fisher	All sessions	All sessions
Dr. Kelly	Arrived at 2:56 p.m.	All sessions
Mrs. Kennedy	All sessions	All sessions
Mr. Lande	Excused	All sessions
Mr. Neil	All sessions	All sessions
Mrs. Smith	By phone until 3:32 p.m.	By phone until 12:26 p.m.
Dr. Turner	Excused	All sessions
<u>Office of the Board of Regents, State of Iowa</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
Assistant Director Nelson-Snyder	Excused	All sessions
Assistant Director Stratton	Excused	All sessions
Minutes Secretary Briggie	All sessions	All sessions
<u>State University of Iowa</u>		
President Coleman	All sessions	Excused at 11:37 a.m.
Provost Whitmore	All sessions	Excused at 11:37 a.m.
Vice President True	All sessions	Excused at 11:37 a.m.
Director Coulter	All sessions	Excused at 11:37 a.m.
Director Mask	Excused	Excused at 11:37 a.m.
<u>Iowa State University</u>		
President Jischke	All sessions	All sessions
Provost Richmond	All sessions	All sessions
Vice President Hill	Excused	All sessions
Vice President Madden	All sessions	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
Director Steinke	All sessions	All sessions
<u>University of Northern Iowa</u>		
President Koob	All sessions	Excused at 10:57 a.m.
Provost Podolefsky	All sessions	Excused at 10:57 a.m.
Vice President Conner	All sessions	Excused at 10:57 a.m.
Vice President Romano	All sessions	Excused at 10:57 a.m.
Director Chilcott	Excused	Excused at 10:57 a.m.
Assistant Director Saunders	All sessions	Excused
<u>Iowa School for the Deaf</u>		
Superintendent Johnson	All sessions	Excused at 10:56 a.m.
Director Heuer	All sessions	Excused at 10:56 a.m.
Interpreter Reese	All sessions	Excused at 10:56 a.m.
Interpreter Young	All sessions	Excused at 10:56 a.m.
<u>Iowa Braille and Sight Saving School</u>		
Superintendent Thurman	All sessions	Excused at 10:56 a.m.
Director Woodward	All sessions	Excused at 10:56 a.m.
Director Utsinger	All sessions	Excused at 10:56 a.m.
Principal Hooley	All sessions	Excused at 10:56 a.m.

## GENERAL

The following business pertaining to general or miscellaneous business was transacted on Wednesday and Thursday, December 15 and 16, 1999.

President Newlin welcomed everyone to the last meeting of the Board of Regents in this millenium. He noted that one Regent (Roger Lande) had been detained because of the weather. Regents Ahrens and Smith were in attendance by telephone.

**APPROVAL OF MINUTES OF BOARD MEETING OF NOVEMBER 17-18, 1999.** The Board Office recommended the Board approve the minutes.

President Newlin asked if there were additions or corrections to the minutes. There were none.

**ACTION:** President Newlin stated the Board approved the minutes of the November 17-18, 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 Board meetings schedule;

Refer the University of Iowa proposal to change the name of the Comparative Literature Program to the Department of Cinema and Comparative Literature, and change undergraduate and graduate degrees to reflect the name change, and relocation of Film Studies and Video Production to the newly-named department to the Board Office and the Interinstitutional Committee on Educational Coordination for review and recommendation;

Refer the Iowa State University post-audit report on Master of Family and Consumer Sciences to the Board Office and the Interinstitutional Committee on Educational Coordination for review and recommendation; and

Refer the proposed B.A. (major and minor) in Communication Studies at Iowa State University to the Board Office and the Interinstitutional Committee on Educational Coordination for review and recommendation.

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

**INTERINSTITUTIONAL COMMITTEE ON EDUCATIONAL COORDINATION.**

(a) Annual Report on Libraries. The Board Office recommended the Board (1) approve the report, (2) encourage Regent university libraries to continue and extend, where feasible, collaborative efforts, and (3) encourage dissemination of materials on the facts and implications of the concerns in scholarly communications.

The Interinstitutional Library Committee requested approval of the FY1999 Annual Report entitled, *Scholarly Communications: Bridging the Physical and Virtual Libraries*.

The annual report is divided into three broad sections that focus on the rapidly-changing and complex environment challenging the Regent universities and their respective libraries and faculties.

The first section, Scholarly Communications, provides background information on the formation of the Interinstitutional Task Force on Scholarly Communications and its charge. The challenges faced by the Task Force and the Interinstitutional Library Committee focus on the development of electronic libraries, the need for quality access to journal information, and the crisis in scholarly communication.

The second section, Cooperative Interinstitutional Programs, includes reports on core programs for collection development, cooperative reference and instructional services, distance education, interlibrary loan, and preservation.

The third section, Institutional Reports, includes what individual efforts that University of Iowa, Iowa State University, and University of Northern Iowa library staff, in conjunction with faculty, are doing to bridge the physical and virtual libraries. Topics include descriptions of efforts to save funds, development of strategic plans, and consortia agreements with other institutions.

What is evident from this report is that there are serious economic concerns confronting libraries. According to institutional representatives, the keys to responding successfully to this situation include: (1) continued cooperative efforts among the Regent universities, which are described in the report; (2) faculty/library staff/central

administration partnerships; and (3) involvement with other institutions that are similarly concerned about the escalating cost of scholarly communication.

Olivia Madison, Dean of Library Services, Iowa State University, stated that she is the current chair of the Interinstitutional Library Committee. She presented the Regents with a summary of the committee's annual report. Issues discussed included bridging the physical and virtual libraries, quality access to information, monograph and serial costs, journal cancellations, electronic or virtual library, interinstitutional collaboration and scholarly communication.

President Newlin asked for specific examples of institutional collaboration. Dean Madison responded that the libraries have developed a new combined electronic reference service which is used by each of the universities. There is combined use of document delivery services, preservation, and a contract for binding materials, such as journals.

Regent Neil asked about electronic access costs. Dean Madison responded that the costs are high for research libraries. Universities have to pay the subscription cost for the print title as well as for the electronic version.

President Newlin commended Dean Madison and her colleagues for their collaboration and said he hoped they would continue to collaborate.

**ACTION:** President Newlin stated the Board, by general consent, (1) approved the report, (2) encouraged Regent university libraries to continue and extend, where feasible, collaborative efforts, and (3) encouraged dissemination of materials on the facts and implications of the concerns in scholarly communications.

(b) Annual Report of Regent Committee on Educational Relations. The Board Office recommended the Board receive the annual report of the Regent Committee on Educational Relations.

The Regent Committee on Educational Relations (RCER) is generally charged with establishing closer working relationships and cooperation with secondary schools and other postsecondary educational institutions in Iowa. The committee also collaboratively determines the acceptability of credit from the various institutions sending students to the Regent universities. The committee reports to the Board of Regents through the Interinstitutional Committee on Educational Coordination (ICEC) in furtherance of the Board's goals to provide access to educational opportunities at the

Regent universities (KRA 2.0.0.0) and is a means for providing effective stewardship of institutional resources (KRA 4.0.0.0).

The report for 1998-1999 noted many important activities of the committee and shows progress toward the goals set by the committee in its previous annual report. During this past year the committee continued to meet with representatives of the secondary schools and the community colleges and to develop effective communications on articulation with them, to further its charge to foster closer working relationships with these institutions. Perhaps the most significant progress has been made with respect to the Electronic Data Information (EDI) project which aims to create electronic record exchanges between the Regent universities and the community colleges. It is now anticipated that this will include half of the community colleges by next year. Progress was also achieved in reaching agreement among the Regent institutions regarding procedures and changes needed in the Postsecondary Enrollment Options Act which allows high school students to enroll in postsecondary institutions. This report will be sent to the ICEC shortly.

Kathy Jones, Iowa State University Registrar, presented highlights of the annual report of the Committee on Educational Relations. She noted that at the annual articulation conference held in Iowa City the topic was articulation of high school students who take college courses.

Regent Neil asked about the Post-Secondary Enrollment Options Act. Ms. Jones stated that the Post-Secondary Enrollment Options Act allows students in high school to register for college credit courses. She said quite a few students within the Regent institutions are enrolled under this legislation. She offered to find data on the number of students so enrolled. A community college representative is a member of the Committee on Educational Relations; therefore, she could also get information on the number of high school students taking community college courses.

Regent Neil asked if the \$250 charge is a flat surcharge. Ms. Jones responded affirmatively.

Regent Fisher asked if the high school students take courses on campus or over the Iowa Communications Network. Ms. Jones responded that students take courses both ways.

Regent Fisher asked how many credit hours could a high school student accumulate. Ms. Jones said there is not a limit. She stated that it was not unusual for a high school student to come to a university as a sophomore. A few come in as juniors.

Regent Smith expressed support for the efforts to work closer with secondary schools. Since the committee membership does not include representation from the K-12 system, how is that link made?

Ms. Jones responded that the two representatives from the Department of Education are from the community college division. Oftentimes those individuals have information that relates to K-12. Representatives of the K-12 schools have come to the meetings. Attendance at the articulation conference last year was one-half by K-12 school teachers and counselors.

Regent Smith stated that in the past the Committee on Educational Relations has tried diligently to make a connection between the Regent institutions and K-12 institutions. Would participation in this committee be an opportunity to reach out further to K-12?

Ms. Jones asked if Regent Smith was suggesting including a representative from the Department of Education's K-12 division on the Committee on Educational Relations.

President Newlin asked if Regent Smith was suggesting broader collaboration. Regent Smith responded affirmatively.

President Newlin asked that Ms. Jones take that suggestion back to the committee.

Regent Neil asked if other states are involved in similar types of activities. Ms. Jones said there was not much similar activity in other states. The Illinois transfer program is quite aggressive in transferring students between colleges in the state.

President Newlin thanked Ms. Jones for the report and expressed appreciation for the committee's activities.

ACTION: President Newlin stated the Board received the annual report of the Regent Committee on Educational Relations, by general consent.

(c) Name Change of Department of Sport, Health, Leisure, and Physical Studies to the Department of Health, Leisure, and Sport Studies, University of Iowa. The Board Office recommended the Board approve the proposed request to change the name of the University of Iowa 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.

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).

The proposed change was reviewed by the Interinstitutional Committee on Educational Coordination and the Board Office, and was recommended for approval.

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

Provost Podolefsky presented the report on behalf of the Interinstitutional Committee on Educational Coordination.

**MOTION:** Regent Kennedy moved to approve the proposed request to change the name of the University of Iowa 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. Regent Fisher seconded the motion. MOTION CARRIED UNANIMOUSLY.

**FINAL APPROVAL OF STRATEGIC PLANS.** (a) University of Iowa. The Board Office recommended the Board approve the strategic plan's progress report.

Last month, President Mary Sue Coleman highlighted the progress made in the University of Iowa's strategic plan. She identified targeted indicators and other indicators of progress. The meeting materials listed areas in which increases and decreases occurred. She reviewed the goals of the university and stated 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, *New Century Iowa: Bridges to the New Horizon*.

University of Iowa officials identified seven goals in connection with the mission of the current strategic plan, *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 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 key result area of diversity is addressed in the University of Iowa's goal 5 and goal 6. Throughout the strategic plan, the University of Iowa reports its fiscal planning and funding efforts, which address accountability, the fourth of the Board's KRAs.

The Board of Regents did not request any additional information for the December report.

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.

President Coleman stated that last month the university had presented a progress report on its strategic plan. She offered to answer any additional questions the Regents may have.

Regent Neil asked for the most significant differences between the new and the old strategic plans. President Coleman said the new strategic plan is more focused. Much has been learned in the last 10 years of strategic planning at the University of Iowa. University officials have a realistic view of what they will be able to do. The number of goals has been reduced from 7 to 5.

MOTION: Regent Neil moved to approve the University of Iowa strategic plan progress report. Regent Kennedy seconded the motion. MOTION CARRIED UNANIMOUSLY.

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

Iowa State University officials emphasized the need for financial support to carry out the strategic plan. Over the past five years, total revenues per fiscal year have grown by \$132.7 million representing an increase of 21.8 percent during this period. However, a decline in FY98 total award level of sponsored research funding to \$156 million,

fluctuating levels of multi-year awards, and varying indirect cost recovery conditions have led to a 4.1 percent decline in reimbursed indirect costs during the five-year period. Iowa State University officials are encouraged by the all-time high record of \$199.2 million in sponsored funding during FY99, and looks forward to a corresponding increase in reimbursed indirect costs in the upcoming year.

In the report, Iowa State University officials reiterate that the first goal, strengthening undergraduate teaching, programs, and services, is the highest priority. The total enrollment of undergraduates (the largest of the three Regent universities), successful recruitment efforts of the past year, and an innovative program on retention are all indicators that undergraduate education is emphasized. A higher enrollment, however, contributed to a decrease in the percentage of senior faculty teaching introductory courses. More non-senior faculty were hired to teach introductory courses. Another factor contributing to the lowered percentage was the retirement of senior faculty.

Some of the benchmarks and indicators which have shown increases include:

- First-year retention of students -- from 83.6% to 84.4%
- Total enrollment -- from 25,585 to 26,110
- Total sponsored funding -- from \$156.2 million to \$199.2 million
- Sponsored funding per faculty member -- from \$111,000 to \$143,000
- Faculty involvement in outreach -- from 55.8% to 63.8%
- Enrollment in continuing education courses
- Credit courses -- from 2,652 to 3,333
- Non-credit courses -- from 286,482 to 289,729
- Percentage of underrepresented minorities (faculty) from 11.4% to 12.0%
- Students participating in study and work abroad programs -- from 643 to 862
- Percentage of students taking courses on diversity -- from 18.3% to 21.2%
- Percentage of course sections using computers as an integral part of the course -- from 46% to 49% of course sections
- New technology agreements -- from 198 to 332
- Licenses generating revenues -- from 33 to 39, from \$2.2 million to \$2.3 million
- University library electronic searches and access -- from 5.2 million to 13.5 million searches

Some of the benchmarks and indicators which have shown decreases include:

- Introductory courses taught by senior faculty -- from 62.0% to 53.0% (FY97 the percentage was 63.4%)
- Percentage of underrepresented minorities (P & S Staff) -- from 8.1% to 7.5%
- New technologies licensed -- from 70 to 55 (the goal is 55)

Overall, Iowa State University officials presented much evidence that the university is significantly involved in strategic planning. Last year a number of new targets were added. Many are being met or show progress. Results on recruitment and retention efforts should appear in next year's report.

President Jischke stated that progress was being made on the Iowa State University strategic plan. He said the idea of planning is very useful and effective. University officials are in the midst of revising the strategic plan. Discussions are taking place on campus about a draft of the strategic plan. He hoped to have the new strategic plan ready for the Board in early Spring.

Regent Fisher asked what President Jischke felt were the most significant benchmark increases. President Jischke responded that the one he thinks is the most significant is the systematic increase in retention rates.

Regent Fisher asked President Jischke if he had gained some insights into strategic planning from his involvement with the Kellogg Commission. President Jischke said the answer would be yes and no. There has been some very helpful discussion nationally about recentering institutions on the things that are most important. The discussion opened a new set of language about what higher education institutions are all about. However, those things are already being done at Iowa State University. Iowa State University is ahead of the curve. Much of what the Kellogg Commission came up with was already in place at Iowa State University.

Regent Kennedy noted that a couple of the benchmarks and indicators had decreased, one of which was courses taught by senior faculty. President Jischke stated that most of the decrease was attributable to a significant turnover in faculty. The raw number of senior faculty has decreased. The university's commitment to having first-rate faculty in the classroom has not changed.

MOTION: Regent Kennedy moved to approve the progress report on the Iowa State University strategic plan. Regent Fisher seconded the motion. MOTION CARRIED UNANIMOUSLY.

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

University officials are in the process of planning for a new strategic plan. This year the report focuses on providing data regarding progress made on the current plan, which has no changes. One indicator has been dropped, namely, the number and percentage

of students participating in experiential learning. It was dropped because of the continued high number of participating students.

Goal 1. Intellectual Vitality. Software for the Program of Study Initiative has been developed and enhanced academic planning information is now available. A Qualities of an Educated Person Task Group continues to meet and its deliberations will lead to recommendations for curricular changes. New data on the availability of off-campus courses are available, as noted in the progress report of last month.

Goal 2. Community. A campus climate survey had mean responses slightly lower in 1998 than in 1997; however, the results were positive and uniform between sub-groups such as gender, major, and ethnicity. Strategy 2.4 seeks to build community through ensuring that all members of the University of Northern Iowa community have the opportunity to enhance their well-being. An indicator of that strategy is the number of users of the Wellness/Recreation Center based on third week of class count. The target has been achieved. Informal usage doubled to 240,958 participants. The goal for the coming year is to increase participant involvement in all areas by 5 percent.

Goal 3. Resources. Under Strategy 3.1, "Enhance the quality and productivity of University of Northern Iowa faculty and staff", third-year results for faculty professional development were provided. Indicator 3.1.1, dollars spent for faculty and staff on professional development opportunities, shows that \$1,795,158 was spent. While down from the previous year (\$1,862,529), it is still a 12.8 percent increase over the baseline. The indicator for staff is the number of continuing education units (CEUs). That figure rose from 843 to 1,587, an increase of 152 percent over the baseline.

Strategy 3.2 is to "optimize the acquisition and utilization of university resources." One indicator is the dollar amount transferred annually from the University of Northern Iowa Foundation to the university. The University of Northern Iowa report notes that monies transferred to designated projects and capital projects may vary from year to year as a result of the scale of projects and dedicated fund-raising. The difference between the results of the second and third years of the strategic plan for this indicator is substantial. In 1998 \$3,502,061 was reported. In 1999, the amount transferred from the University of Northern Iowa Foundation to the University was \$11,820,150, a 238 percent increase.

Goal 4. External Relations. The University made continued use of survey results from key populations -- the general public, legislators, decision makers, and alumni -- to develop appreciation and support for the values, programs, and services of the university. One activity this year was to use the surveys to prioritize the information about University of Northern Iowa that the groups wish to receive. A goal set for next year is to increase the number of first-time contributors by one percent.

President Koob said he was pleased that the University of Northern Iowa is making progress as called for in the strategic plan. University officials are in the process of developing a plan for the next 5-year period. He said drafts of the strategic plan are published on the university's web site.

Regent Turner asked what President Koob saw as the most outstanding accomplishment and whether there were any red flags or concerns. President Koob said he was generally pleased that all of the indicators of progress have increased. He was pleased that all of the student indicators are increasing. With regard to concerns, he said there were two areas. First was the rapid changeover in faculty. There will be turbulence in those numbers although the university has not changed its goals. Second, the number of under-represented students is erratic. The numbers were up this year in all categories. The numbers have been up and down over the years. The number of under-represented students is the #1 joint priority between academic affairs and student affairs.

Regent Neil asked how the University was able to double the participation in the University's Wellness Center. President Koob responded that wellness programs are provided as an alternative student activity. Activities are advertised aggressively to get students into wellness types of programs as alternative forms of entertainment. He said the number one problem on most college campuses is alcohol abuse. University officials try to provide a significant alternative.

Regent Smith asked about the University's strategy to address recruitment and retention of protected groups. President Koob responded that the University has reached its equal opportunity goals in most protected groups. He said it was now important to remain vigilant.

Regent Smith asked if the University's approach has changed. President Koob said the approach has not changed because it has been very successful.

President Newlin asked for comment on the increase in funding from the University foundation. President Koob said University officials are proud that the annual income from the foundation has exceeded the amount of the entire endowment the year he arrived at the University of Northern Iowa. The growth in funding was a result of 1) a changed strategy for fund raising and 2) a change in the composition of the investment committee. There has been a growth in annual giving, a growth in investment, and a growth in major gifts.

MOTION: Regent Turner moved to approve the progress report on the University of Northern Iowa strategic

plan. Regent Neil seconded the motion. MOTION CARRIED UNANIMOUSLY.

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

The faculty and staff of Iowa School for the Deaf developed 21 benchmarks which were approved by the Board in December 1998. Since that time, the Iowa School for the Deaf Advisory Committee and the President of the Board of Regents have provided input concerning the benchmarks. Some changes in language were made to these benchmarks.

Certain benchmarks are measured by data which relate to the Board of Regents performance indicators and related action steps. With revisions, the following were presented at this meeting of the Board:

- 1.1.1.2 Average undergraduate class size
- 1.1.1.4 % of faculty using instructional technology
- 1.1.1.4 % of classes in which computers are used as an integral part
- 1.1.1.4 % of faculty who use computers
- 1.1.1.4 % of students with technology accessibility as part of their Individual Education Plan (IEP)
- 1.1.1.7 Special School Student Outcomes (see benchmarks)
- 1.1.1.7 Number of faculty resignations, retirements, new hires
- 1.2.1.2 State appropriations requested
- 1.2.1.4 Number of annual contributors and dollar amount of contributions
- 1.2.1.7 % of resources reallocated annually
- 3.1.2.3 Racial/ethnic composition of student, faculty, and staff populations in percentages
- 3.1.2.3 Student retention and graduation rates by ethnic/racial category
- 4.3.1.1 Deferred maintenance backlog and expenditures in millions of dollars
- 4.3.3.1 Amount of capital improvement funds requested and received in dollars

Superintendent Johnson stated that Iowa School for the Deaf is in the middle of its strategic plan cycle. The information presented to the Regents this month was the same as what was presented last month.

President Newlin asked about outcomes accreditation. Superintendent Johnson responded that school officials have been doing assessment in two major ways. School officials were now adding specific expectations of students.

President Newlin asked if outcomes assessment is already woven into the strategic plan. Superintendent Johnson responded affirmatively. He said it is included in curriculum outcomes, technology and vocational outcomes, and educational outcomes. School officials need to gather the data and see how they are doing.

President Newlin asked if there was a benchmark about which Superintendent Johnson was particularly proud. Superintendent Johnson responded that he was most proud of student achievement which speaks well of the faculty and staff.

MOTION: Regent Fisher moved to approve the progress report. Regent Turner seconded the motion.  
MOTION CARRIED UNANIMOUSLY.

(e) Iowa Braille and Sight Saving School. The Board Office recommended the Board (1) approve the progress report and (2) approve 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.

At the December 1998 meeting of the Board, the Regents approved the Iowa Braille and Sight Saving School request to modify action step 1.1.1.3. This modification reduced the extended core curriculum goals for a student's individual education plan (IEP) from three to one. The rationale for this modification was based on clarification from the Federal Office of Special Education and Rehabilitation Services.

The school's strategic plan continues to be strongly influenced by the Board of Regents' strategic plan and the work on performance indicators done by the Board. The report provided a number of specific outcomes for students (from their IEPs) in indicators 10 and 11. Earlier this year, Iowa Braille and Sight Saving School was reaccredited by the North Central Association of Colleges and Universities using a new outcomes assessment approach. This new approach emphasizes changes in student behaviors and learning rather than institutional resources (number of faculty and staff, classroom equipment, funding, and library holdings).

Superintendent Thurman stated that the Iowa Braille and Sight Saving School strategic plan was essentially the same as was presented last month. He noted that since September the school has received requests from AEAs to expand services from what is already being provided. He believes those types of requests will increase dramatically over the next several years.

Regent Turner asked how the school's outcomes accreditation has changed the approach to strategic planning. Superintendent Thurman said the outcomes assessment approach is itself the greatest change that has occurred. The past model

is one that represents the best thinking of individuals far away from the school. The outcomes model asks school officials to develop their own expertise and not rely so much on external standards. Outcomes accreditation does not lend itself to the amassing of data but gives an excellent focus on individual student needs.

Regent Neil referred to the proposed surveys of students and parents and asked if that has been done in the past. Superintendent Thurman responded that surveys are done from time to time. The survey to which Regent Neil referred is going to help school officials determine service priorities around the state. He said there is a lot of very fine ongoing communication with parents.

**MOTION:** Regent Neil moved to (1) approve the progress report on the Iowa Braille and Sight Saving School strategic plan and (2) approve 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. Regent Turner seconded the motion.  
**MOTION CARRIED UNANIMOUSLY.**

(f) Board of Regents. The Board Office recommended the Board (1) approve the strategic plan as updated with (a) changes in "completion dates" and (b) addition of a column to the action step pages which will highlight how institutional strategic plans are consistent with the Board's strategic plan; (2) encourage the Board Office and institutions to build closer links between each institutional strategic plan and the Board of Regents' plan; and (3) request the Board Office work with the institutions to consider ways of strengthening the Board's plan with respect to technology and international goals.

The Board of Regents' strategic plan, as modified last year, has:

- 4 key result areas
- 9 objectives
- 20 strategies
- 83 action steps

As of November 8, 1999, a review by the Board Office concluded that 68 of the action steps are being consistently/systematically monitored; 7 of the action steps are in process or nearing completion in terms of implementation; and 8 of the action steps are still in the beginning stages of assessment.

Specific action steps in process of nearing completion are:

- 1.1.1.4 Encourage innovation in teaching by increasing resources and strategies for effective use of new instructional technologies
- 1.1.2.4 Same as above
- 1.1.2.5 Each university report on the quality of professional and graduate students in the appropriate governance report [only SUI]
- 2.2.1.3 Increase distance enrollment substantially
- 2.2.2.7 Encourage development of strategic alliances to increase access to services as measured by annual reports of individuals served
- 3.1.1.4 Collect and review peer group policies and practices (diversity)
- 4.4.1.3 Analyze findings and develop plans to targeted audiences (i.e., elected officials and general public) designed to improve understanding and increase confidence

Specific action steps at early stage of evaluation are:

- 1.1.1.2 Ensure class size is appropriate for subject matter being taught
- 1.1.2.2 Focus graduate programs to conform to unique missions of each university
- 2.1.1.2 Develop and implement effective strategies for retention of students
- 2.1.1.3 Implement policy on distance education
- 2.1.1.5 Raise the percentage of lowans possessing baccalaureate degrees to the national average
- 2.1.1.2 Increase collaboration and cooperation with other sectors of postsecondary education in marketing efforts
- 2.2.1.2 Explore collaboration with business, industry, Workforce Development, and other agencies and organizations and prepare a report with recommendations
- 4.4.1.1 Review existing data sources and measures of public understanding and confidence in the Board of Regents to identify common data elements desired

The Board approved the addition of action step 4.4.1.4 last year. Its purpose is to encourage new communications efforts on behalf of the Board of Regents. Consistent with this purpose, the Board Office has begun publication of a quarterly newsletter and has made refinements to the Board's internet web site.

#### Improving Links Between Strategic Plans of the Board and Regent Institutions

During this past year, much progress has been made in strengthening the communications between the five institutions and the Board on strategic plans. The

advisory committees of the two special schools have made strategic planning a high priority. In a related but separate project, representatives of the institutions and the Board Office have been working to clarify definitions and data in the performance indicators. Some of the performance indicators relate to the action steps of the strategic plan. As fruitful as these cooperative and collaborative efforts have been, some issues remain unresolved. The Board Office will interact with the institutional work group on performance indicators to review these items and to consider any alternatives for improved linkages between the Board and institutional strategic plans.

#### Strengthening the Board of Regents Plan in Selected Areas

There are three aspects of the Board of Regents strategic plan that have been identified by Regents as needing refinement. These include the diversity section, the area of technology, and the need for taking steps to ensure that the institutions are adequately addressing the implications of the new global economy in their teaching, research, and service.

The Regent Study Group on Diversity has considered possible changes to the Board of Regents' strategic plan (KRA 3.0.0.) and is likely to make a specific recommendation in the next few months.

In light of technological developments and their implications for teaching, research, and service at the Regent institutions, there is a need for some strengthening of the Board's plan to help support institutional needs and foster effective use of the available resources. The Board Office proposes to work with the institutions to develop recommendations for strengthening the technology aspects of the Board's plan.

Higher education has a significant role in preparing students and conducting research to meet the needs of a global economy. Iowans are increasingly confronted with issues relating to international travel, communications, and commerce.

The globalization of commerce, people, and communications has created new challenges for post-secondary institutions in education, training, research and service for the global economy. The Regent universities have undertaken various efforts in these areas.

The Board Office proposed to work with the institutions to find ways for the Board's plan to be strengthened in this area so that the Board can be appropriately supportive of the institutions.

Executive Director Stork stated that some new material added to the report since the November meeting was information about linkages between Board's strategic plan and institutional strategic plans.

Associate Director Kniker reviewed with the Regents the specific changes from what was reported last month. He said the changes addressed refinements that can be made in the remaining years of the strategic plan. The four key result areas are firmly in place and the strategic plan is on target.

President Newlin thanked Associate Director Kniker and the institutional representatives on the ad hoc committee for the work that has been done in terms of clarifying definitions and data in the performance indicators.

**MOTION:**

Regent Kelly moved to (1) approve the strategic plan as updated with (a) changes in "completion dates" and (b) addition of a column to the action step pages which will highlight how institutional strategic plans are consistent with the Board's strategic plan; (2) encourage the Board Office and institutions to build closer links between each institutional strategic plan and the Board of Regents' plan; and (3) request the Board Office work with the institutions to consider ways of strengthening the Board's plan with respect to technology and international goals. Regent Kennedy seconded the motion. **MOTION CARRIED UNANIMOUSLY.**

**ANNUAL REPORT ON PERFORMANCE INDICATORS.** The Board Office recommended the Board (1) receive the report on performance indicators and (2) approve continuation of the process for selecting and developing key planning performance indicators for the institutions.

The Board has requested an annual report each December that provides a comprehensive list of performance indicators and common data sets. Most of these "indicators" are data utilized in various governance reports as well as in the institutional strategic plans. This report, which typically provides five years of statistics, provides a complete and convenient reference source regarding both progress on indicators and common data used by the institutions.

The performance indicators and common data sets cited in this report are linked to the key result areas of the Board of Regents' strategic plan. Individual indicators relate to quality, access, diversity, and accountability.

The 1999 report categorizes the indicators into four groups: those common to all five Regent institutions; those common to the three universities; those related to the special schools; and those related to each university. Within each of the categories, the report further organizes data by clusters which reflect typical activities in an academic enterprise. The report also contains a definitional section and a bibliography (pages 18-20).

Following discussions with institutional representatives, the Board Office developed the following clusters (examples in parentheses):

1. instructional environment (instructor rank, class size, instructional technology);
2. student profile and performance (enrollment, graduation and retention, licensure examinations, career placement);
3. educational outreach (distance education offerings, extension, service);
4. faculty profile and productivity (resignations, retirements, new hires, publications, number of hours worked per week, sponsored research);
5. institutional diversity (percentage of minority faculty, staff, and students);
6. expenditures, financing, and funding (cost per student, deferred maintenance, appropriations, contributions).

The Board Office established an ad hoc work group with institutional representatives to develop further the indicators and common data sets. That group has revised the preliminary report of last year, and has concluded that 12 indicators are common to the five institutions and 10 others apply to the three universities.

Associate Director Kniker reviewed with the Regents the information presented in the meeting materials.

Regent Neil referred to the work done by MGT and asked if it had been helpful and worth what was paid. President Newlin said that in his opinion the work of MGT was absolutely helpful.

Director Barak stated that as a result of the MGT report, some of the Board of Regents' governance reports were changed, modified or dropped. There were a number of reasons cited for continuing to do many of the reports including accountability and providing the Board with trend data.

President Newlin asked Director Barak to discuss the Pappas report, the Peat Marwick report and the interface done by MGT.

Director Barak stated that Peat Marwick was engaged by the Board to do a study in a large number of areas including program duplication. Subsequently, the Pappas firm was hired to review what was done by Peat Marwick and the responses to those recommendations, and to provide additional recommendations. Most recently, as a result of a couple of the Pappas recommendations, MGT was hired to look at specific areas and make additional recommendations.

President Newlin stated that the Pappas report also addressed how the institutions had responded to the Peat Marwick recommendations.

Associate Director Kniker stated that the Board and institutions are doing very well in terms of measuring overall where they are. He noted that it was easier to focus on inputs than on outputs.

Executive Director Stork stated that one other aspect of this process is that it has allowed the Board and institutions to think about refinements and how the governance reports relate to strategic planning.

President Newlin stated that another historical point relative to the Peat Marwick activity is that the report included recommendations relative to academic program duplication and some programs were eliminated.

Regent Lande asked about the danger of creeping back into duplication after the time and effort that was spent to eliminate duplication. Director Barak responded that what was addressed at that time was unnecessary duplication. Peat Marwick identified a number of areas, on some of which the Board did not agree with Peat Marwick. On others the Board acted and closed programs. To his knowledge, none of those programs have come back to the Board; the duplication is still eliminated.

MOTION: Regent Smith moved to (1) receive the report on performance indicators and (2) approve continuation of the process for selecting and developing key planning performance indicators for the institutions. Regent Kelly seconded the motion. MOTION CARRIED UNANIMOUSLY.

**APPROVAL OF CHANGES IN REGENT ADMISSION POLICY.** The Board Office recommended the Board approve the recommendations from the Regents' Committee

on Educational Relations (RCER) regarding modifications in the language of admissions requirements.

Section 6.01 of the Board of Regents Procedural Guide, "Admissions Requirements Common to the Three State Universities," needs to be updated. The changes recommended by the Regents Committee on Educational Relations were minor. They relate to policies concerning admission of undergraduate students directly from high school, undergraduate students by transfer from other colleges, and transfer credit practices.

The proposed changes clarify language and procedures, but do not fundamentally alter admissions requirements. One change relates to the use of the Test of English as a Foreign Language (TOEFL), proposing that the statement "or the equivalent as determined by each university" may be substituted.

The changes proposed by the Regents Committee on Educational Relations were reviewed by the Interinstitutional Committee on Educational Coordination and the Board Office, and were recommended for approval.

Associate Director Kniker reviewed the proposal with the Regents.

MOTION: Regent Neil moved to approve the recommendations from the Regents' Committee on Educational Relations (RCER) regarding modifications in the language of admissions requirements. Regent Smith seconded the motion. MOTION CARRIED UNANIMOUSLY.

**ANNUAL REPORT OF PROFESSIONAL DEVELOPMENT ASSIGNMENTS FOR FY 1999.** The Board Office recommended the Board receive the report of faculty professional development assignments which occurred during the 1998-99 school year.

Professional development assignments are one of the ways that the Board of Regents and the universities ensure that quality instruction and research takes place on the campuses. Faculty members apply through their academic departments and colleges for professional development assignments. During the application process, the faculty member identifies the activities and intended outcomes of the proposed assignment. After review and recommendations by appropriate university committees and institutional officials, the requests for professional development assignments are presented to the Board of Regents for approval in accordance with Iowa Code section 262.13.

Professional development assignments are typically for one semester. Occasionally, assignments may be granted for periods of time greater than a semester. Compensation in these cases is limited to the compensation the faculty member would have received during a semester-long assignment. Typically, colleges and departments are responsible for identifying resources to pay for replacement costs of instruction.

During professional development assignments, faculty members are excused from classroom and other obligations at their respective universities. Following the assignments, the faculty members are responsible for reporting the results of their assignments to the Board.

Total costs for professional development assignments during the 1998-99 academic year were \$7,299,570, which was 6.9 percent under the projected cost presented to the Board in December 1997. There were 169 faculty members from Regent universities on professional development assignments during the 1998-99 academic year.

Assistant Director Gonzalez reviewed with the Regents the information that was provided in the meeting materials regarding reports on professional development assignments.

Regent Neil asked how the University of Iowa budget handles the duties of the person who is on assignment. Provost Whitmore responded that the duties are assumed by other members of the faculty. In some cases a small amount of money is made available for hiring replacement faculty.

Regent Neil said he was amazed at the low replacement cost.

President Newlin asked how faculty are selected for professional development assignment. Provost Whitmore responded that each faculty member fills out an application which is reviewed at the departmental and dean levels. The application spells out the sequence of activities the faculty member intends to take if granted the program.

Regent Neil asked about the global scholars program. Provost Whitmore responded that the program encourages faculty members who have shown very good promise in the area of international research. The program is limited to a very small number of faculty. A professor in the business school just finished a global scholar program. The effort has changed every course he teaches.

Regent Neil asked if the demand for participation in the global scholars program was fairly great. Provost Whitmore responded that the program is very competitive. The

program is for faculty who want to specialize and who have a plan to take a step up in terms of their research efforts, visibility and reputation.

President Newlin asked that representatives of the other two universities speak to the philosophical benefits of professional development assignments.

President Jischke stated that professional development assignments are absolutely essential. Due to the pace at which research is moving, it is essential to have a means to send faculty to other laboratories. It is otherwise difficult for a faculty member who has teaching responsibilities to be absent from campus. Professional development assignments provide faculty with an opportunity to retool. For those faculty who are in professional fields, the opportunity to practice the profession is enormously valuable. He stated that nothing is more important to the success of the university than its people.

President Koob stated that at the University of Northern Iowa there are approximately twice as many applications for professional development leave as there are opportunities. He said the University of Northern Iowa is committed to excellence in teaching. The opportunity for faculty to get away and participate in research opportunities is so important.

**ACTION:** President Newlin stated the Board received the report of faculty professional development assignments which occurred during the 1998-99 school year, by general consent.

**REQUEST FOR PROFESSIONAL DEVELOPMENT ASSIGNMENTS FOR FY 2001.**

The Board Office recommended the Board approve professional development assignments for the 2000-2001 academic year (FY 2001).

A rigorous review process of each proposed professional development assignment is in place at each university. A faculty member who requests a professional development assignment must make a written application for the assignment. Each request is reviewed at the department and collegiate levels to determine the appropriateness of the proposal in light of departmental and collegiate needs, staffing, and financial considerations. Each department and college then makes a recommendation to the provost.

Departments and colleges may apply to the provost for financial assistance to hire replacement faculty if departmental and collegiate resources are insufficient. A university committee reviews all requests for assistance and makes recommendations to the provost.

The provost forwards a recommended list of professional development assignments to the Board for approval. The Board must grant its approval before final preparations can be made for a professional development assignment.

University officials requested the Board to approve professional development assignments for 169 faculty members at the Regent universities during the 2000-2001 academic year. University of Iowa officials requested approval of 96 professional development assignments (8.1 percent of the eligible faculty), Iowa State University officials requested approval of 53 professional development assignments (3.7 percent of the eligible faculty), and University of Northern Iowa officials requested 20 professional development assignments (4.3 percent of the eligible faculty).

Total costs of the professional development assignments were projected to be \$7,440,690, which is 1.4 percent of the total faculty salary budget for the current fiscal year.

Assistant Director Gonzalez reviewed with the Regents the information provided for this agenda item.

Regent Fisher asked how long a person must be a faculty member before he/she can request a professional development assignment, and how often can an assignment be requested?

Provost Whitmore stated that at the University of Iowa it is normally a 5-year cycle or 10 completed semesters. A faculty member may request assignment at the end of every 5-year cycle or 10 semesters following the completion of the last research assignment.

Provost Richmond stated that the process at Iowa State University is similar to the process at the University of Iowa. Faculty are allowed to take professional development leave before receiving tenure, although it is not a common occurrence. The frequency of assignment does not differ much from the University of Iowa but there are no rigid requirements that specify that faculty have to wait a certain period of time.

Provost Podolefsky stated that the policy at the University of Northern Iowa is similar to that of the other two universities. Faculty must be tenured and must be on campus at least 10 years.

Regent Neil referred to Code of Iowa §362.19 which requires that any of the faculty who take professional development assignment must return to the university for at least two years or reimburse the university.

Provost Whitmore stated that at the University of Iowa that requirement is adhered to very firmly.

Provost Richmond said there have been a few individuals at Iowa State University who have had to reimburse the university.

Provost Podolefsky said he did not believe that in the past there were faculty at the University of Northern Iowa who did not return to the university for at least two years. There is one individual with whom the university's legal office is in contact to request the funds be paid back.

Regent Neil noted that the University of Iowa identified research expense in its request. He asked if that type of expense was out of the ordinary. Provost Whitmore responded that the expense probably pays for some travel requirements or might involve costs of special software.

MOTION: Regent Smith moved to approve professional development assignments for the 2000-2001 academic year (FY 2001). Regent Neil seconded the motion. MOTION CARRIED UNANIMOUSLY.

**ANNUAL REPORT ON FACULTY TENURE.** The Board Office recommended the Board (1) receive the report and (2) request that the Regent universities closely monitor the tenure rates in departments where the percent of tenured faculty exceeds 80 percent to help ensure their continued vitality.

The Regent universities have a total of 6,411 faculty members in Fall 1999. This is a decrease of 1.9 percent from the previous year. Of the total, 2,878 are tenured and 840 are probationary faculty members who are on a tenure track. There was a decrease of 71 (-2.4 percent) faculty members from the prior year who are tenured. There was an increase of 52 (+6.6 percent) faculty members who are in probationary tenure track positions. The remaining 2,693 faculty members are not eligible for tenure. This is a decrease of 3.9 percent (-108) from 1998.

The percentage of tenured faculty among those eligible for tenure is 78.4 percent at the University of Iowa, 78.3 percent at Iowa State University, and 72.3 percent at the University of Northern Iowa. This measure of tenure density decreased at Iowa State University and University of Northern Iowa from the prior year; at the University of Iowa, it remained the same as for the prior year.

Tenured appointments are 35.6 percent of all faculty appointments at the University of Iowa, 62.6 percent at Iowa State University, and 48.8 percent at the University of

Northern Iowa. However, the University of Iowa data are skewed by the high number of non-tenure track clinical faculty in the Colleges of Medicine, Nursing, Pharmacy, and Dentistry. By excluding the 1,309 non-tenure track positions in these four colleges, the university's overall percentage of tenured faculty increases from 35.6 percent to 54.7 percent.

A recent survey by the American Association of University Professors showed that at the national level, 66.3 percent of all full-time faculty at public universities have tenure. At private universities, 63.2 percent of all full-time faculty have tenure. At the University of Iowa's peer institutions, the range is 59.1 percent - 79.2 percent; at the University of Iowa, the tenure rate is 76.2 percent. At Iowa State University's peer institutions, the range is 66.0 percent - 77.4 percent; at Iowa State University, the tenure rate is 76.0 percent. At the University of Northern Iowa's peer institutions, the range is 54.2 percent - 75.4 percent; at the University of Northern Iowa, the tenure rate is 66.6 percent.

Since Fall 1990, the total number of tenured and tenure-eligible women faculty at the Regent universities has increased; however, the percentage of tenured women in proportion to those who are tenure-eligible decreased at Iowa State University from the prior year. As a proportion of all women faculty members who are eligible for tenure at the Regent universities, more than 60 percent of women faculty members are tenured. Of all faculty members who are eligible for tenure at the Regent universities, 17.6 percent are tenured women faculty members and 9.4 percent are tenure-track women faculty members.

Since Fall 1995, the total number of tenured and tenure-eligible minority faculty at the Regent universities has increased; however, the percentages of tenured minority faculty in proportion to those who are tenure eligible decreased at Iowa State University and the University of Northern Iowa from the prior year. As a proportion of all minority faculty members who are eligible for tenure at the Regent universities, more than 56 percent of minority faculty members are tenured. Of all faculty members who are eligible for tenure at the Regent universities, 7.8 percent are tenured minority faculty members and 4.4 percent are tenure-track minority faculty members.

Assistant Director Gonzalez reviewed with the Regents the information provided in the meeting materials.

President Newlin asked for the status of the implementation of the post-tenure review process at each of the three universities.

President Coleman stated that the University of Iowa has had a post-tenure review process for quite a number of years. Provost Whitmore stated that each of the colleges at the University of Iowa has a list of all faculty who are eligible to be reviewed in 7-year

cycles. The review includes a dossier that evidences the activities of the faculty member.

Provost Richmond stated that Iowa State University's departments and colleges are working very hard at the post-tenure review effort. He has written to his colleagues reminding them that post-tenure review needs to be done before the end of the spring semester.

Provost Podolefsky stated that all University of Northern Iowa faculty are reviewed extensively over a 5-year cycle. The university has been doing post-tenure review for a number of years.

Provost Whitmore noted that University of Iowa faculty members are reviewed annually by the department head for eligibility for annual salary increases.

Regent Fisher asked how faculty are reviewed regarding teaching. Provost Whitmore responded that at the University of Iowa there are two processes. The student evaluation is relatively new. There is also a required peer visitation.

Regent Fisher asked if the peers were from within the university. Provost Whitmore responded affirmatively.

**ACTION:** President Newlin stated the Board, by general consent, (1) received the report and (2) requested that the Regent universities closely monitor the tenure rates in departments where the percent of tenured faculty exceeds 80 percent to help ensure their continued vitality.

**ANNUAL REPORT ON FACULTY RESIGNATIONS.** The Board Office recommended the Board (1) receive the report and (2) encourage continuation of faculty mentoring programs.

The Board of Regents' strategic plan seeks to ensure the stewardship of the state's resources, in part through the retention of an outstanding faculty (Action Step 1.1.2.3). One means of assessment in this key result area is the annual report on faculty resignations. At the suggestion of an ad hoc work group on performance indicators, common data on resignations have been supplemented with data on retirements and new hires and is a new feature of this year's report.

Resignations of university faculty totaled 138 in 1998-1999, an increase of 16 over 1997-98, and the highest number of annual resignations since 1987. The number of

resignations increased at the University of Iowa (from 55 to 79), but decreased at the other two universities. The 122 faculty resignations last year was an increase of thirty more than reported in 1996-97. Until these two most recent years, faculty resignations have been significantly below the level reported to the Board slightly more than a decade ago, when it reached a high of 165 (1987-1988).

The dominant reason for resigning, offered by 68.8 percent of those leaving, continues to be the opportunity to advance careers at other higher education institutions. The second most frequently given reason for resigning is "personal factors," such as family needs (21.0 percent). The third most common reason given is to begin employment in government, business, or private practice (9.4 percent of respondents). Salary considerations would appear to be a factor, in at least two of these categories.

The majority of resignations come from assistant professors (70 in 1999, compared to 61 in 1998). To slow the rate of resignations from these faculty, each university has established mentoring programs to facilitate the orientation of new faculty to its campus.

The percentage of tenured and tenure-track faculty women who resigned rose slightly, in terms of the overall percentage -- to 35.5 percent from 35.2 percent in 1998 and 33.7 percent in 1997. The percentage of resignations from faculty in ethnic and minority groups increased to 20.3 percent in 1999, compared with 14.7 percent in 1998, and 9.8 percent in 1997.

The majority of the faculty members who resigned left Iowa. A much higher percentage of departing faculty, 52.2 percent, went to non-contiguous states than went to contiguous states, 17.4 percent, for subsequent employment. Ten of the 138 faculty indicated their next positions were in Iowa; 32 faculty did not indicate their geographic location.

The special schools reported six resignations, three less than last year.

The primary reason for the increase in resignations, according to the universities, is the increased competition for faculty, especially for those early in their careers. Mentoring programs are in place to provide support for faculty in their teaching and research efforts. Surveys and interviews of the departing faculty members indicate they are leaving to pursue opportunities elsewhere rather than due to dissatisfaction with the Regent universities.

Associate Director Kniker reviewed with the Regents the information that was provided in the meeting materials. He noted that the institutions need to pay particular attention to programs like mentoring and include information on other efforts in next year's report.

Regent Kennedy referred to the reasons for leaving and noted that the faculty are not asked specifically about salary. She asked that university officials consider adding that question. She then asked if the reasons for leaving have changed over the years.

Associate Director Kniker stated that one difference last year was that the second most popular reason for leaving was employment in government or private practice.

Regent Kennedy asked if there are any trends of which the Regents should be aware. Associate Director Kniker responded that several years ago he read that younger professors seem more willing to move more frequently. In terms of retirements, the graying of the profession means many opportunities for younger professors to move to different campuses.

Regent Kennedy asked what is being done to try to retain faculty. President Coleman stated that every year the University of Iowa conducts excellent orientation programs for new employees. The provost and she meet with all new faculty and give them an opportunity to tell if they are experiencing any difficulties in the university setting. She noted that the university is increasingly faced with faculty receiving offers from other institutions. The University of Iowa makes counteroffers in areas where it can.

President Jischke stated that over the last 3-4 years, quite a number of states have invested substantially in higher education to make their universities much more competitive. The stock market successes have positioned private universities to be far more competitive for faculty. Some of Iowa State University's senior faculty have being singled out for special recruitment. The university's ability to sustain, reward and retain the superstars of the faculty is seriously challenged. It is a very serious problem. National public research universities are experiencing a growing disparity in their ability to compensate senior faculty. The gap in salary between public and private institutions is about 25 percent. Iowa State University is at a competitive disadvantage.

Provost Podolefsky stated that University of Northern Iowa's orientation program is very extensive, beginning with the first day on campus. Faculty are provided mentoring, research opportunities and summer opportunities. He said the resignation issue is a shadow of the retirement issue. Retirements are providing faculty with many opportunities. There is a tendency for successful faculty to move to other institutions. He said the University of Northern Iowa does so well in its mentoring that it provides a conundrum. The fact that faculty leave is, in part, representative of the university's success.

Regent Kelly asked if any faculty have been fired or the equivalent of being fired. He then asked if Iowa's Regent universities are in trouble relative to faculty salaries.

President Coleman stated that University of Iowa officials try very hard to make an analysis of whether a faculty member will be successful during tenure consideration. Often when faculty leave after 3 to 4 years it is because they know they will not be successful regarding tenure. If the university tenures a faculty member, university officials want to make sure the individual will be successful. In the post-tenure review process, if it looks like productivity has fallen off, oftentimes faculty will elect early retirement. To her knowledge, the university has never fired a faculty member for non-performance of duties. There is an effective mechanism to make sure that faculty live up to their responsibilities.

With regard to the question about faculty salaries, President Coleman stated that in some areas university officials are beginning to see grave problems, particularly in some of the biomedical areas. There are areas in which the university has faculty who are extraordinarily well known.

President Jischke stated that Iowa State University has fired faculty but it is rare. More often, where there is a concern, university officials negotiate a separation. University officials work very hard in the first 6-7 years to make sure faculty have the talents, skills and ability to maintain a permanent position. With regard to salaries, he stated that on the average Iowa State University does pretty well in comparison with its peer group. However, averages can be misleading. It is not just the peer group that is the competition. The landscape is changing in this regard and it will become a more difficult problem.

President Koob stated that the term "separation from the university" is more likely used than "fired". He said the data would not reflect those faculty who received negative tenure decisions. The University of Northern Iowa has had some negotiated separations. University officials work hard to reach an understanding with the employee that the match may no longer be appropriate. With regard to salaries, he said the University of Northern Iowa has been pretty successful.

Regent Kelly asked if there needs to be a plan of action regarding salaries. President Newlin stated that the Board's #1 priority request for funding to the legislature is for salaries.

Superintendent Thurman addressed special schools faculty resignations. He said the number of faculty at Iowa Braille and Sight Saving School has gone from 30 to 33 in the past 5 years. In 1987 the number was 22 or 23. In 1987, 95 percent of the teachers were involved in on-campus programs. Of the 33 faculty members in 1998-99, there are 9 orientation and mobility instructors, 4 itinerant teachers, and 3 consultants. Fifty percent of the faculty is involved in support to the public schools. He said that change requires a somewhat different kind of teacher, someone who is independent, willing to

drive, to be gone overnight, and to be involved in non-traditional hours. In order to recruit those individuals, it is very important to look closely at the salaries being offered. The school is attracting faculty from a national pool. He encouraged the Regents to look closely not only at salaries in the state's K-12 system but competitiveness with other areas of the country. He noted that a national survey on K-12 salaries ranked Iowa 35th.

Regent Turner noted that the data shows an increase in tenure by women and minorities. She asked when the universities survey why people leave, are they asking very specific questions. She said it may help to have more data in that respect.

President Coleman stated that the University of Iowa conducts exit surveys for all faculty who leave. There is a varying response rate and University officials have seen no particular trends. In the survey, faculty are asked very specific questions about satisfaction.

Provost Whitmore stated that the University of Iowa has recently redone its survey. The one that was used was almost too exhaustive because it was so detailed. There is an open-ended area where faculty can write their concerns.

President Jischke stated that Iowa State University interviews every faculty member who resigns. University officials have an opportunity to find out precisely the reason faculty leave. One pattern that emerges is that women more often cite personal reasons than men.

President Koob stated that all faculty who have left the University of Northern Iowa have left for positive reasons. He noted that the University has been on a very aggressive affirmative program to increase the number of women and minority faculty. As a percentage of the total faculty, the percentage could be a little misleading because of the small numbers of those faculty members.

Regent Turner asked if there are any trends of faculty resigning because of gender or diversity issues.

President Jischke said he believes that for some of the underrepresented faculty members there is a critical mass issue—personal, social, family, community and environment issues. This becomes difficult when children of faculty become teenagers.

**ACTION:** President Newlin stated the Board (1) received the report and (2) encouraged continuation of faculty mentoring programs, by general consent.

**ANNUAL REPORT ON DIVERSITY. (a) Students.** The Board Office recommended the Board receive the annual College Bound and Iowa Minority Academic Grants for Economic Success (IMAGES) report.

The College Bound and IMAGES programs were established by law in 1989; they are set forth in Iowa Code sections 262.91, 262.92, and 262.93.

The Board has emphasized the importance of a diverse student population in the Regent institutions. The Regent universities allocated a total of \$1,663,267 to the IMAGES programs in the 1999-2000 academic year: University of Iowa, \$641,022; Iowa State University, \$690,045; and University of Northern Iowa, \$332,200.

In the 1998-1999 academic year, the University of Iowa awarded 835 vouchers to students who participated in College Bound programs, Iowa State University awarded 575 vouchers; and the University of Northern Iowa awarded 495 vouchers.

Assistant Director Gonzalez reviewed with the Regents the two components of the student diversity report.

Regent Turner asked how the programs are promoted and how effective the programs have been. How many minority students in the state are being reached and are there any targets?

Assistant Director Gonzalez responded that, from what she has seen, promotion is quite extensive. Institutional officials provide information to high school counselors and work with community groups, for example, so students and parents are aware of the programs.

President Coleman said the University of Iowa has a number of programs which reach all of the major cities in Iowa.

Director Coulter stated that the College Bound program is extensive and far reaching. University officials look at K-12 enrollments so they know where the people are and how many there are. Most of the programming is aimed at the high school student. All programs try to include the middle school student. University officials recently developed a significant program for grade school students. With regard to the number of contacts made across the state each year, University of Iowa officials had face-to-face contact with 1,500 minority students this last year. Many are repeat contacts. University officials always try to increase the number of contacts. He noted that over 300 minority high school students attend summer programs on the campus.

President Jischke stated that he has tried to estimate the number of high school graduates eligible for admission to Iowa State University and what fraction the university recruits. In the year which he reviewed, Iowa State University recruited 25 percent of all the African Americans who were eligible. The university's numbers were relatively low regarding Hispanics. He said the data masks the question of 18-year-olds graduating from high school eligible to attend a Regent university. That is the major challenge of expanding the numbers. Iowa State University has been pretty successful within the group that is prepared to come to the university.

Vice President Hill stated that Iowa State University has targeted programs tailor-made to respective communities. He said the number of contacts has increased. University officials go to 7<sup>th</sup> grade for the early outreach and encourage parents to participate in all of the programs.

President Koob introduced the University of Northern Iowa's new Vice President for Education and Student Services Dr. C. Renee Romano.

Vice President Romano stated that the University of Northern Iowa has a variety of programs which are promoted extensively. The College Bound program brings students to campus so they feel they could be a part of the environment. University officials are able to track students through the vouchers so they know which programs are successful. The IMAGES program helps the university to retain the students, as well.

Regent Turner asked if a student who lives in Clear Lake versus Des Moines is likely to be introduced to these programs. Vice President Romano responded that the universities' representatives are all over the state.

Regent Fisher asked if the program has been in effect long enough to track students who went through College Bound and whether or not they graduated in order to determine whether the program is successful.

President Jischke said he was uncertain whether the data had been amassed for the College Bound program. For Iowa State University's Science Bound program, students complete their education and have higher matriculation and retention rates. Even those who do not complete the Science Bound program but still come to the university have higher rates of retention.

Regent Fisher asked how the parents are involved in this process. Assistant Director Gonzalez said the intent is to involve the parents by providing them with information on subjects such as financial aid, the need to encourage their children to take college

preparatory courses, and the need to encourage their children to stay on a college bound track.

Regent Neil referred to the need to increase the pool of K-12 qualified students. He asked if the Department of Education tracks the students who graduate each year eligible to go on to higher education.

President Jischke stated that the estimates he had spoken of came from the Department of Education's data. He used the number of students who took some kind of standardized test, which is typically required as a part of admission. With regard to the attrition rate within the K-12 system, he compared the percent of minority youngsters in the third grade to the percentage in the 12<sup>th</sup> grade. He said there was a tremendous drop. Part of the success of the Science Bound program is that it involves the parents.

Regent Smith stated that a little over a year ago representatives of the Board of Regents met with representatives of the Board of Education to speak about the low number of minority students coming from K-12 schools. Some of the feedback from the Board of Education related to the low number of minority students in the teacher education programs. She said the University of Northern Iowa has a minorities in teaching program. She asked if there were any programs related to minority teachers at the other two institutions. If not, she encouraged efforts in that area.

President Coleman said she agreed it was a systemic problem that has to be approached from many areas. As part of the strategic plan of the University of Iowa, the College of Education is putting emphasis on preparing more under-represented minority students to become teachers. She noted that this concern was consistent with earlier discussion related to salaries in general. The income potential for teachers is not as great as for some other professions. She stressed that the universities need to continue to prepare teachers who reflect society.

**ACTION:** President Newlin stated the Board received the annual College Bound and Iowa Minority Academic Grants for Economic Success (IMAGES) report, by general consent.

**(b) Employees.** The Board Office recommended the Board receive the following annual reports:

Affirmative Action  
Minority and Women Educators Enhancement Program

Following presentation to the Board, the annual affirmative action report will be transmitted to the Iowa Department of Management for submission to the Governor with reports from other agencies in compliance with the Iowa Code.

The Board of Regents has identified diversity as one of its key result areas in its strategic plan. Key result area 3.0.0.0 provides that the Board will “establish policies to encourage continuous improvement of the climate for diversity and ensure equal educational and employment opportunities”. The Board continues to emphasize its commitment to diversity, in part through these governance reports.

#### Annual Report on Affirmative Action

In their strategic plans, the Regent institutions emphasize the commitment to achieving a diverse work force and have shown progress toward this goal. For federal reporting purposes, the workforce of the Regent institutions is divided into seven categories: (1) Executive/Administrative/Managerial (2) Faculty (tenure and non-tenure track) (3) Professional and Scientific (4) Secretarial/Clerical (5) Technical/ Paraprofessional (6) Skilled Crafts (7) Service Maintenance. While increases or decreases in a given employment category may be slight from year to year, progress is evident when viewed over a five-or ten-year period.

A decadal view reveals steady incremental progress toward ensuring equal employment opportunities at the Regent institutions. Total minority employment has risen from 5.3 percent in 1989, to 6.9 percent in 1994 and now stands at 7.8 percent.

Progress is also apparent in the percentage of women in the workforce, particularly in tenure track faculty positions. The percentage of women tenure track faculty has increased from 20.6 percent in 1989 to 29.2 percent in 1999. Minority tenure track faculty has increased from 7.7 percent in 1989 to 12.4 percent in 1999.

The universities are considered to be federal contractors for federal reporting purposes and thus must comply with Executive Order 11246 by developing an annual affirmative action compliance program. Federal law requires the universities to take affirmative action to employ and advance in employment, qualified persons with disabilities, special disabled veterans and veterans of the Vietnam era. In compliance with federal law, the universities must also develop an affirmative action plan and report activity for these individuals. Additionally, to comply with federal and state agency requirements, the universities must prepare the IPEDS Fall Staff Survey, the Vets 100 Report (reporting on covered veterans) and the EEO/AA Annual Institutional Assurances Certification to the Iowa College Student Aid Commission. Compliance with these requirements helps ensure vigilance by the institutions as they work to fulfill Objective 3.1.0.0 of the Regent

strategic plan, to improve continuously the climate for diversity and ensure equal employment and educational opportunities.

In May of 1990, the Board established the Committee on Affirmative Action and Equal Opportunity, [(Regent Procedural Guide, 1.07(F)]. The committee was established to develop common guidelines for administration of Regent policies and exchange pertinent information on equal employment opportunities. Carla Espinoza, Iowa State University, was elected chairperson at the most recent meeting, held on November 5, 1999. The committee elected not to make a recommendation to the Board at this time but expects to do so as part of the next annual report.

#### Annual Report on Minority and Women and Faculty Enhancement Program

Iowa Code Chapter 262.82 provides that the Board of Regents shall establish a program to recruit minority educators to faculty positions in the universities under the Board's control. The program shall include, but is not limited to, the creation of faculty positions in all areas of academic pursuit. For fiscal year 1999, the Regent institutions committed a total of \$768,317 to support this program.

The University of Iowa is using program funds to support 12 minority faculty and post-doctoral positions. These positions are in the Colleges of Business, Dentistry, Education, Liberal Arts, Nursing, Pharmacy and the University Libraries. All of the individuals who were supported through Faculty Diversity Opportunity Program funds for fiscal year 1998-99 have remained with the university. For fiscal year 1999, the university committed \$436,317 to this program, \$32,067 more than last year.

Since the program was initiated in fiscal year 1990, Iowa State University has provided full or partial funding for 72 women or minority faculty members. For fiscal year 1999, Iowa State University committed \$292,000 to this program, compared with \$337,026 last year. In 1999, a number of programs designed to recruit and retain women and minority faculty were supported through this fund.

The University of Northern Iowa began its program in 1989 by supporting a minority faculty member for the Political Science Department and in 1990 adding support for an administrative/academic position. A minority woman was recruited and hired as Associate Dean for the Graduate College and as a faculty member of the Department of Educational Administration and Counseling. For fiscal year 1999, the University of Northern Iowa expended \$40,000 in support of this program, the same as last year.

Assistant Director Stratton reviewed with the Regents the information that was provided in the meeting materials.

Regent Smith noted that the Committee on Affirmative Action and Equal Opportunity is preparing a recommendation for the Board of Regents. She said she looked forward to receiving that recommendation and hoped there was an expectation that the Board of Regents would support the committee's effort.

Regent Turner referred to information stating that at the University of Iowa minority faculty received 17 percent of the promotions among tenure track faculty. She asked for clarification of the meaning of that statistic.

President Coleman stated that the reason university officials look at that figure is to make sure that individuals from a particular group are not being disadvantaged when promotion and tenure decisions are made. She said the same is true with women faculty. The 17 percent figure tells university officials that minority faculty are being successful.

Regent Turner asked about the University of Iowa's Faculty Diversity Opportunities Program. President Coleman responded that it was a program in the provost's office to assist in hiring under-represented faculty if a department does not have adequate resources. Provost Whitmore said the program is operated through Director Coulter's office. Funding is made available for colleges that have an opportunity to hire someone who would diversify the faculty. It is a bridging program to hire faculty in a timely way. It has been a very successful program. Ten to 12 faculty are hired every year through this program. The program has been a very strong incentive for the deans to look for opportunities to hire minority faculty.

**ACTION:** President Newlin stated the Board received the following annual reports, by general consent:  
Affirmative Action and Minority and Women  
Educators Enhancement Program.

**REPORT ON MEETING OF THE IOWA COORDINATING COUNCIL FOR POST-HIGH SCHOOL EDUCATION.** The Board Office recommended the Board receive the report of the December 2, 1999 meeting of the Iowa Coordinating Council for Post-High School Education.

The Iowa Coordinating Council for Post High School Education (ICCPHSE) met on December 2, at Iowa State University. Below is a summary of the major actions taken at this meeting.

*Approved:*

Undergraduate Majors--Special Education, Sports Science, Political Science, and Environmental Science (On-Campus) at Briar Cliff College

Business Information Systems (On-Campus) at Des Moines Area Community College

MBA Program (Off-Campus) for Drake University at Iowa Lakes Area

Animal Science Management (On-Campus) and Technical Studies (On-Campus) at Eastern Iowa Community College District

Human Resources Management (On-Campus) and Mechanical Drafting Technology (On-Campus) at Iowa Western Community College

Biochemistry Major (On-Campus) at Loras College

Manufacturing Technology (On-Campus) at Southwestern Community College

General Industry and Technology – Certificate (Off-Campus); M.A. Communication Studies—Public Relations (Off-Campus); M.A.E. Middle School/Junior High Education (Off-Campus); and, Teacher Education Addressing Minority-Language Speakers (Off-Campus) at University of Northern Iowa

Bachelor of Science in Nursing (On-Campus) at St. Ambrose University

ICCPHSE/IPTV Website for Distance Education

The council heard a report from John Lewis, Chair of the ICCPHSE Distance Education Committee, on the new Website being developed for the ICCPHSE by Iowa Public Television (IPTV). The ICCPHSE Distance Education Committee was established by the council as a follow-up to a recommendation from the Governor's Commission on Access. The first priority of the Access Commission was to develop a single location for Iowans to access information on distance education courses offered by postsecondary educational institutions in Iowa. The ICCPHSE Distance Education Committee has made this recommendation its primary goal. A Website has been developed and is ready for implementation next Spring. It was proposed that each institution desiring to list courses would pay a one-time \$10 fee for each distance education course listed on the site. There would also be direct links to the various institutional Websites if

additional information were needed. The council endorsed the project and approved going forward with the project.

Status Report on the Legislative Request for a Study

Robert Barak provided a status report on the study requested by the legislature on distance education. It was reported that all three Regent universities and 48 private and proprietary institutions had responded to the survey. The community colleges had sent in a response but it was not clear if it included all the community colleges. The next step was to verify the dates that the various distance education programs were approved by the ICCPHSE. A final report is due to the legislature in January 2000.

Status Report on the Program Approval Committee

Robert Barak reported on the committee established at the October ICCPHSE meeting for the purpose of reviewing the ICCPHSE program approval policies. The committee has now been appointed. The first step for the committee was to survey ICCPHSE members regarding the program approval policies as to what changes, if any, were needed. The survey had been sent out and preliminary responses indicated that many members thought that changes/improvements were needed and many good suggestions were reported. No responses had been received from the community colleges as of this date. The community colleges are preparing a consolidated response to the survey in conjunction with the Department of Education. This committee's report is due in May 2000.

Regent Neil stated that most of the meeting was spent discussing the IPTV web site for distance education.

Director Barak stated, from an historical perspective, that this was the most amicable meeting he has attended in 4-5 years.

MOTION: Regent Turner moved to receive the report of the December 2, 1999 meeting of the Iowa Coordinating Council for Post-High School Education. Regent Fisher seconded the motion.  
MOTION CARRIED UNANIMOUSLY.

**LEGISLATIVE PROGRAM, 2000 SESSION.** The Board Office recommended the Board give final approval to the proposals recommended for inclusion in the Board's legislative program for the 2000 session.

On Friday, December 3, the Governor announced his recommendations to reduce

FY 2000 appropriations by \$30 million. These proposed reductions, which would include approximately \$3.4 million ( $\frac{1}{2}$  of 1 percent) for Regent appropriations, are in response to the expected decline in state revenue. The FY 1999 net revenues were \$49.3 million less than the official projection. In October, the Revenue Estimating Conference projected an additional \$67.4 million decline in the FY 2000 projected net state revenues.

Most of the Governor's recommended reductions will require legislative approval. The Governor and Lieutenant Governor plan to meet with legislative leaders the second week in December to discuss the recommendations. The 2000 Session of the Iowa General Assembly is scheduled to convene on Monday, January 10, 2000. The recommendations are expected to receive prompt action during the early part of the session.

The Board Office will work closely with the Regent institutions to develop the details for any reductions. The last time such a mid-fiscal year reduction occurred was during FY 1993. The budget reduction process was selective, with flexibility for the Regent institutions to implement specific reductions. Similarly, any appropriation reductions in FY 2000 institutional appropriations will be brought before the Board for approval.

With respect to the FY 2001 budget, the Governor and Lieutenant Governor, with assistance of department directors, are holding several budget hearings at different sites around Iowa. 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). After the completion of these budget hearings, the Governor and Lieutenant Governor plan to make final budget recommendation decisions for FY 2001.

In addition to budgetary items, the Regent legislative program includes specific legislative requests by the University of Northern Iowa approved in September and monitoring of the transition process for the scope and structure of a newly-established information technology department.

Additional legislative program issues brought to the Board this month include requested support for increasing the public bid limit and monitoring of education legislation such as student loan/grant programs and the Iowa teacher shortage forgivable loan program.

Executive Director Stork referred to the recent pressures on the state budget. He said it appears as though ongoing state government expenditures have exceeded ongoing state government receipts for fiscal year 1999, and are expected to exceed for fiscal years 2000 and 2001. State spending is exceeding state revenue growth. In order to deal with this problem, Governor Vilsack is proposing to reduce state appropriations in

the current fiscal year by \$30 million. The Regents' share is \$3.4 million which is one-half of 1 percent of Regent appropriations for this year. He said the Governor's proposal will have to go through the legislative process. The Regents are asking for maximum flexibility in allocating the reduction. He noted that there is some difference of opinion in terms of the degree of the problem. He said the degree could change. The Board Office will monitor this matter closely and will report back to the Board.

Regent Fisher asked, should the revenue reduction come to fruition, whether discussions of how to deal with this have begun with institutional officials. Executive Director Stork responded that discussions with institutional officials have already taken place. The Governor asked all agencies to prepare scenarios for 1 percent, 3 percent and 5 percent cuts. The discussions will continue. Decisions will be made at the institutional level with Board approval. He noted that FY 1993 was the Regents' most recent experience with an appropriation reduction.

Executive Director Stork stated that the Governor has not yet made specific recommendations for FY 2001 appropriations. The Governor has conducted budget hearings very differently this year in order to obtain more public input. He said that process has gone pretty well in terms of public participation.

MOTION: Regent Smith moved to give final approval to the proposals recommended for inclusion in the Board's legislative program for the 2000 session. Regent Turner seconded the motion. MOTION CARRIED UNANIMOUSLY.

**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 (oral) of the Legislative Oversight Committee meeting of December 15, 1999, on contingent operations for the millennium transition.

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, no data summary sheets were provided this month.

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.

The Legislative Oversight Committee asked for reports on agency activities relative to Y2K contingent operations plans. The status of contingent operations at Regent institutions will be reported to the committee on December 15, 1999.

Director Wright reviewed with the Regents the information that was provided in the meeting materials. He said he was pleased to report that all Regent enterprises remain 100 percent compliant with Y2K activities.

**MOTION:** Regent Lande moved to (1) receive the report of the Board Office on the status of Y2K compliance at the institutions, and (2) receive the report (oral) of the Legislative Oversight Committee meeting of December 15, 1999, on contingent operations for the millennium transition. Regent Neil seconded the motion. **MOTION CARRIED UNANIMOUSLY.**

**PRELIMINARY APPROVAL OF FEES AND MISCELLANEOUS CHARGES.** The Board Office recommended the Board give preliminary consideration to the proposed fees and miscellaneous charges for FY 2001.

Iowa law requires a 30-day notice prior to final adoption of fees and charges by the Board. Thus, preliminary consideration was given to proposed fees and miscellaneous charges this month. The Board was expected to take final action next month.

Fees and miscellaneous charges include both tuition-related and non-tuition-related charges. In each category, students pay only for fees and miscellaneous charges that apply to them, with variances in type and amount dependent on each student's program, needs, and interests.

Fees and miscellaneous charges do not include:

- (1) Regent-wide mandatory student fees approved by the Board in October with full-time tuition rates;
- (2) Student fees developed by each university in consultation with its students and brought to the Board for approval in May as part of designated tuition; and

- (3) Course fees for payment of materials used, fees that represent returnable deposits, fees assessed for damage or breakage by individual students, and fees assessed to pay for services external to the university, e.g., fraternity/sorority fees.

Executive Director Stork stated that each year the Board authorizes fees to be charged by the institutions. He said this process was very similar to the approval process for tuition and other mandatory charges in the sense that the Board Office presents its recommendation one month in advance of the Board being asked to take action. The presentation this month was of the institutional requests which fall into two categories: 1) tuition related fees and charges, such as charges for correspondence study, Lakeside Lab or independent summer study, and 2) non-tuition related fees and charges.

Director Elliott reviewed with the Regents the information that was provided in the meeting materials. She said tuition-related fees were proposed to increase 4.3 percent, consistent with the tuition increase. All three universities also proposed new fees for this year, which she described.

Regent Lande asked for clarification regard the \$5 convenience fee per transaction. Vice President Madden responded that the fee related to students using credit cards to pay tuition and fees at Iowa State University over the web or electronically. He said major credit card vendors have certain regulations about how that can be done. There is a \$5 charge which is offset by the banks' fees. He said the charge is only for students using the web.

Regent Lande asked to what extent there has been communication about the proposed fees to the affected groups. Director Elliott responded that, in accordance with the 30-day notice requirement, the docket memorandum and a cover letter were sent to all of the student groups.

Regent Turner noted that University of Iowa dentistry fees have increased for several years. President Coleman stated that university officials look very carefully at what is required for dental education. The technology is expanding dramatically. The college has to go through a rigorous approval process. She said the investment in technology pays off in educational dividends. She then described dental education before the college had the dental simulation clinic.

Vice President True stated that the instrument management fee for the College of Dentistry is entirely cost based. There is also professional liability insurance included in the dental fee.

Regent Turner asked about the proposal regarding study abroad fees. Provost Whitmore responded that the study abroad programs are very staff intensive which was one of the main reasons for the proposal.

Associate Provost McNulty stated that the University of Iowa established increasing participation in study abroad as a high priority in its strategic plan. In addition to increasing the number of students, the study abroad program was being changed to be closely related to the student's major.

Program Associate Perkins stated that the University of Iowa has a far more centralized study abroad program than do the other two universities. Although the University of Northern Iowa does not have a study abroad fee, it does have a mechanism that rebates tuition to cover some of the expenses of the study abroad program.

President Jischke stated that most of Iowa State University's administrative costs are built into the budget. Students are charged a program fee.

Regent Kennedy suggested that a centralized coordinating group may not be the most cost effective way of administering a study abroad program if Iowa State University and the University of Northern Iowa are doing it through their faculty as part of their regular budget.

President Jischke said the characterization of Iowa State University's system was a bit misleading. Iowa State University has an office of international students and scholars that provides a number of services including preparation of a manual that helps faculty develop study abroad programs and helps students make arrangements. Additionally, the provost's office has created a fund to support the faculty development of international programming and study abroad opportunities. He said those activities are all centralized. There is support that comes centrally both out of the provost's office and out of the office of international students and scholars.

Regent Kennedy suggested that, as a Board, the Regents need to consider whether it is appropriate to have fees for administrative costs.

President Coleman stated that University of Iowa officials believe it is appropriate to charge the fees to the students who receive the benefits. She believes the fee is modest and one that would substantially help the program. She feels the fee is well justified.

President Jischke said he believes it is appropriate to charge students additional costs for the opportunity to study abroad. The costs are handled differently at Iowa State University than at the University of Iowa.

Regent Kennedy asked what other costs are borne by students to study abroad besides the regular tuition. President Jischke responded that Iowa State University charges a fee program-by-program. Students also incur travel expenses, incremental fees and living expenses.

Regent Lande asked if tuition for Iowa State University students is paid to Iowa State University or to the university abroad. President Jischke responded that, generally speaking, the tuition is paid to Iowa State University. There are some instances where the student might have to pay the abroad institution's tuition.

Provost Whitmore stated that 16 percent of the revenue from the University of Iowa's study abroad fee will be put aside to support students who cannot afford the fee. He said he also recently approved the use of \$50,000 of scholarship money to help students to study abroad.

MOTION: Regent Lande moved to give preliminary consideration to the proposed fees and miscellaneous charges for FY 2001. Regent Fisher seconded the motion. MOTION CARRIED UNANIMOUSLY.

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

Each of the Regent universities operates radio stations as a public service to the citizens of Iowa to enhance university outreach and as an educational and training experience for students interested in broadcast-related careers. University radio stations offer a wide variety of local and national programming, providing a mixture of cultural programs, news, and information. The current report on the university radio stations focused on FY 1998 and FY 1999, and included projections for FY 2000 and FY 2001.

Financial Summary  
Regent University Radio Station Revenues

	Actual FY 1998	Actual 1999	Budget FY 2000	Estimated FY 2001
University of Iowa	\$1,677,196	\$1,663,478	\$1,813,253	\$1,862,656
Iowa State University	\$2,188,968	\$2,323,441	\$2,506,135	\$2,802,830
University of Northern Iowa	\$1,671,170	\$1,762,139	\$1,833,940	\$1,909,427

Radio stations are funded primarily from three sources: university funds; federal support; and private donations. During FY 1999, university funding accounted for 52.3 percent of radio station revenues at the University of Iowa, 33.9 percent at Iowa State University, and 42.7 percent at the University of Northern Iowa. Between FY 1999 and FY 2001, University of Iowa officials expect a 2.5 percent decrease in university funding; Iowa State University officials expect a 7.8 percent growth in university funding; and University of Northern Iowa officials expect a 6.9 percent growth in university funding.

While federal support through the Corporation for Public Broadcasting declined at the University of Iowa and the University of Northern Iowa between FY 1998 and FY 1999, it increased slightly at Iowa State University. Federal support at all three Regent universities is expected to increase in FY 2000 and FY 2001 as the result of a change in the manner in which the Corporation for Public Broadcasting determines the allocation of funds. In FY 1999, federal support through the Corporation for Public Broadcasting accounted for 10.0 percent of University of Iowa radio station revenues, 9.2 percent of Iowa State University radio station revenues, and 10.7 percent of University of Northern Iowa radio station revenues.

Private donations are an increasingly important source of revenue to the stations. Listener support is expected to continue to increase at all Regent radio stations. In FY 1999, listener support and corporate sponsorship accounted for 7.6 percent of University of Iowa radio station revenues, 40.6 percent of Iowa State University radio station revenues, and 32.6 percent of University of Northern Iowa radio station revenues.

Permanent staff positions at the radio stations have remained relatively constant. Iowa State University expects its staffing level to increase in the coming biennium as a result of its acquisition of KTPR radio station. Student positions at the University of Iowa and the University of Northern Iowa have remained constant while at the University of Northern Iowa the number of positions increased by 2 in FY 1999. The number of student employee hours is expected to increase at the University of Northern Iowa and at Iowa State University; it is expected to decrease at the University of Iowa.

The implementation and use of new digital technologies will require additional capital funding. Federal grants and private fundraising should assist the university radio stations to acquire these technologies.

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

Board of Regents Statewide Radio Station Plan should provide significant support for these requests. Iowa State University also has a request to the FCC for a license transfer from Iowa Central Community College (KTPR) to WOI.

Assistant Director Gonzalez reviewed with the Regents the information that was provided in the meeting materials.

Regent Kennedy asked how soon digital technology will be brought to the radio stations.

Vice President True responded that for the University of Iowa the technology usage would be driven by available funds. There will be federal support plus private fund raising.

Vice President Madden responded that Iowa State University has converted some activities to digital technology. He said he believes there will be some federal grant funds available in the next 2-5 years.

President Koob responded that if the University of Northern Iowa's broadcast tower contract gets completed, he expected to make the transition to digital in about 3 years.

Regent Kennedy asked for the time frame to rebuild the WSUI transmission facility which was damaged in June 1997. Vice President True stated that the University of Iowa has acquired a small parcel of land where the facility can be rebuilt and the three towers necessary for a.m. broadcasting can be installed. At the earliest, the work would be completed next summer.

Regent Kennedy asked about collaboration activities over the past biennium. President Coleman said she believes the station managers meet regularly. Vice President Madden said President Coleman was correct. The university radio stations are also cooperating on the development of certain programming. President Koob said the most recent collaboration is the development of the statewide public radio plan. There is continuing collaboration about available frequencies. The stations also share information regarding fund raising demographics and listening markets.

Regent Kelly asked about the advantages of digitalization in radio. President Jischke responded that digital technology is less expensive, more accurate and provides a higher fidelity. Digital is where all the technology is going.

Regent Kennedy asked for a contrast of digital to the technology that is currently being used. President Jischke responded that the old technology is analog. The difference between analog and digital is similar to the difference between a slide rule and an

adding machine. Digital is faster, has unlimited accuracy and offers multimedia capability.

Regent Kelly stated that the stations' programming is very good.

Regent Lande stated that the programming was truly excellent.

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

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

(1) Adopt the following:

A Resolution authorizing the Executive Director to fix the date or dates for the sale of up to \$10,000,000 Dormitory Revenue Bonds, Series I.S.U. 2000A.

(2) Accept the report of the Banking Committee.

Regent Fisher stated that at its December 15 meeting, the Banking Committee approved the preliminary resolution for the sale of up to \$10,000,000 Dormitory Revenue Bonds, Series I.S.U. 2000A; received the financing plan for the City of Ames/ ISU Ice Arena; received proposed changes to the internal audit function at the University of Iowa; and received investment and cash management reports for the quarter ending September 30, 1999.

**MOTION:** Regent Fisher moved to adopt A Resolution authorizing the Executive Director to fix the date or dates for the sale of up to \$10,000,000 Dormitory Revenue Bonds, Series I.S.U. 2000A. Regent Neil 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.**

ACTION: President Newlin stated the Board accepted the report of the Banking Committee, by general consent.

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

The University of Iowa

SUI Alumni Association  
SUI Facilities Corporation  
SUI Foundation  
SUI Oakdale Research Park  
SUI Research Foundation  
SUI Student Publications, Inc.

Iowa State University

ISU Agricultural Foundation  
ISU Alumni Association  
ISU Foundation  
ISU Iowa 4-H Foundation  
ISU Memorial Union  
ISU Press  
ISU Research Foundation

University of Northern Iowa

UNI Alumni Association  
UNI Foundation  
UNI Research Foundation

As required by Board policy, each of these organizations provides an annual report to the Board within six months following the end of its fiscal year. These reports are presented to the Board periodically throughout the year. However, any irregularities or significant issues identified by auditors would be brought to the Board's attention immediately.

The 16 Regent affiliated organizations listed above have fiscal years ending June 30. There are six reports affiliated with the University of Iowa, seven reports affiliated with Iowa State University, and three with the University of Northern Iowa. The annual report for the University of Northern Iowa Research Foundation, founded in 1997, was presented for the first time this month. Copies of detailed information concerning these reports are retained at the Board Office. The independent auditors reported that the financial statements of the affiliated organizations for the fiscal year ended June 30, 1999, were presented fairly in all material respects.

During FY 1999, the University of Iowa Foundation experienced a loss in investment income. Since the Foundation pools investments for other affiliated organizations, such as the SUI Alumni Foundation and Student Publications, the investment losses were absorbed and allocated from the pooled investments.

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

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

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

**REGENT MERIT SYSTEM CLASSIFICATION REVISIONS.** The Board Office recommended the Board approve the following revisions to the Regent Merit System Classification Plan:

New Classifications	Pay Grade	Hourly Rate
Paramedic	407	\$10.06 to \$13.94
Instructional Support Technician	408	\$10.54 to \$14.69
Revised Classifications	From Pay Grade	To Pay Grade
Occupational Therapy Assistant	407 \$10.06 to \$13.94	409 \$11.26 to \$15.37
Medical Records Technician II	509 \$11.26 to \$15.92	510 \$11.79 to \$16.53
Revised Class Descriptions		
Patient Escort		
Medical Records Technician I		
Medical Records Technician III		

The above-noted revisions to the Regent Merit System Classification Plan were in response to changing needs at the institutions as well as expanded duties and responsibilities of incumbents in existing classifications. Since the new and existing classifications are in AFSCME bargaining units, union concurrence has been received for these changes. The pay grade assignments were made through application of the Job Classification Evaluation System in compliance with the state law on comparable worth (Code of Iowa, Chapter 70A.18).

Director Wright reviewed with the Regents the information provided in the meeting materials.

Regent Fisher asked if the union has to agree to the revisions. Director Wright responded affirmatively, and stated that it had done so.

MOTION: Regent Neil moved to approve the revisions to the Regent Merit System Classification Plan, as presented. Regent Kennedy seconded the motion. MOTION CARRIED UNANIMOUSLY.

**PLAN FOR REVIEW OF ADMINISTRATIVE RULES.** The Board Office recommended the Board approve the comprehensive schedule for review of Regent administrative rules, in consultation with major stakeholders and constituent groups.

The Governor promulgated Executive Orders Number 8 through 11, copies of which the Board received in October, addressing state agency administrative rules as found in the Iowa Administrative Code. The Executive Orders direct all state agencies to review their rules and operations to ensure that they promote quality and efficiency. They also require each state agency to commence a comprehensive review of rules by developing a plan of review in consultation with major stakeholders and constituent groups.

Executive Director Stork, institutional counsels, and Director Wright have developed a schedule of activities for undertaking this comprehensive review.

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

Regent Turner asked if this activity has taken place in the past. Director Wright responded that the activity was new, not routine.

Regent Turner asked for the cost of the activity. Director Wright responded that the only cost involved was the staff time to conduct the reviews.

Regent Neil asked if staff felt that this activity would make the rules easier for the general public to understand. Also, do the Regents have to file a work plan?

Director Wright responded that the Regents would follow the steps outlined in the Governor's executive order. The Governor wants the activity completed by 2003. The intent is that the rules should become more simplified.

Executive Director Stork stated that this activity is intended to take the voluminous number of administrative code provisions and make them more simple, and allow more access by the general public. He noted that this effort was an outgrowth of 2-4 years of study with various groups in the state. Then-Senator Vilsack was chair of an interim study committee that reviewed the administrative rulemaking process. The effort

affects citizens throughout the state and, potentially, could affect the Regent institutions dramatically.

**MOTION:** Regent Fisher moved to approve the comprehensive schedule for review of Regent administrative rules, in consultation with major stakeholders and constituent groups. Regent Turner seconded the motion. **MOTION CARRIED UNANIMOUSLY.**

**STUDENT APPEAL.** The Board Office recommended the Board deny the request of the student for review of final institutional decision.

A student at the University of Iowa appealed the final institutional decision by President Coleman. The student requested Board review of the final institutional decision. The Board had confidential memoranda and supporting documents on this matter.

It was recommended that the Board, based on the records before it, deny the request to review the final institutional decision. The record indicates that adequate due process has been afforded the student. The Board's decision in this matter represents the final agency action from which the student may seek judicial review as permitted by law.

Director Barak reviewed the Board Office recommendation with the Regents.

**MOTION:** Regent Fisher moved to deny the request of the student for review of final institutional decision. Regent Neil seconded the motion. **MOTION CARRIED UNANIMOUSLY.**

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

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

GENERAL  
December 15-16, 1999

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
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.

Regent Kennedy stated that the Regents Distance Education Priority Study Group had met on December 15. The members reviewed a draft of the Board of Regents distance education policy and came to a general consensus on the policy. In February the Board of Regents will be asked to approve the policy. She said the study group members received a status report on the legislative request regarding distance education. Director Barak is working with the private colleges and community colleges. The study group members received a report from the presidents of the three Regent universities on the Des Moines Higher Education Center. Finally, the study group reviewed the sequence of approval for academic programs. The general consensus was to keep the sequence as is.

President Newlin thanked Regent Kennedy for the report.

## STATE UNIVERSITY OF IOWA

The following business pertaining to the University of Iowa was transacted on Wednesday and Thursday, December 15 and 16, 1999.

**RATIFICATION OF PERSONNEL TRANSACTIONS.** The Board Office reported that the Register of Personnel Changes had not been received and would be reported next month.

**CHANGE NAME OF THE COMPARATIVE LITERATURE PROGRAM TO THE DEPARTMENT OF CINEMA AND COMPARATIVE LITERATURE, AND CHANGE UNDERGRADUATE AND GRADUATE DEGREES TO REFLECT NAME CHANGE AND RELOCATION OF FILM STUDIES AND VIDEO PRODUCTION TO THE NEWLY-NAMED DEPARTMENT.** The Board Office recommended the Board refer the request for name change to the Board Office and Interinstitutional Committee on Educational Coordination for review and recommendation.

This change in name will complete the process that began with the relocation of the Film Studies and Film and Video Production academic programs from the Department of Communication Studies to the Comparative Literature Program. The programs in film studies have long been nationally recognized as among the most distinguished film studies curricula in the discipline.

The adoption of new degree names was requested to reflect the new home of film studies programs in the Department of Cinema and Comparative Literature. At the undergraduate level, the name change would include recognition of the undergraduate film program with a B.A. in Cinema and a Minor in Cinema in the Department of Cinema and Comparative Literature, along with the B.A. in Comparative Literature and the Minor in Comparative Literature.

Since neither a degree in communication studies nor one in comparative literature adequately reflects the area of specialty in film studies, new M.A. and Ph.D. majors in film studies were requested for students pursuing these degrees in the new Department of Cinema and Comparative Literature. There will be no increase in size or scope of graduate offerings at the University of Iowa as a result of this change. The change will, however, benefit University of Iowa film studies graduates, in that the new degree will

more clearly indicate to prospective employers and others the nature of these students' background and training. It will also be beneficial in program reviews and in assessment of the graduate programs, since disaggregation of data by specialty allows more decisive analysis of areas of strengths and weaknesses, supporting efforts to apply resources strategically to improve programs. The M.A. and Ph.D. in Communication Studies would be unchanged.

The faculty in communications studies and comparative literature, the deans of the College of Liberal Arts and the Graduate College and the Graduate Council support this recommendation.

**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.

Residence Halls—Telecommunications Improvements

<u>Project Summary</u>			
	<u>Amount</u>	<u>Date</u>	<u>Board Action</u>
<u>Mayflower, Hillcrest, Daum</u>			
Architectural Agreement for Telecommunications Design Services (Alvine and Associates)	\$ 174,035	July 1999	Approved
Project Descriptions and Total Budgets			
Mayflower Residence Hall	1,230,000	Sept. 1999	Approved
Hillcrest Residence Hall	892,000	Sept. 1999	Approved
Daum Residence Hall	512,000	Sept. 1999	Approved
 <u>Burge, Currier, Rienow, Slater, Stanley</u>			
Permission to Proceed		Oct. 1999	Approved
Selection of Telecommunication Design Consultant (Alvine and Associates)		Oct. 1999	Approved
Architectural Agreement for Telecommunications Design Services	628,996	Dec. 1999	Requested
 <u>All Residence Hall Facilities</u>			
Consolidated Project Description and Total Budget	\$10,541,000	Dec. 1999	Requested

The consolidated project will result in the connection of all campus residence hall facilities to the Campus Fiber Optic Network. The exterior fiber optic ductbank was partially constructed under the Campus Fiber Optic Network project which was approved by the Board in April 1995. The residence hall projects will complete the ductbank pathway, install fiber optic cable from each residence hall to the campus network, and construct entrance facilities and telecommunication closets for each facility. The projects will provide data and telecommunications connections for student rooms and office locations in the residence halls.

Each of the projects will be designed to ensure that pathways to be shared with the future installation of fire detection and sprinkler systems are properly utilized and potential conflicts are minimized. The project also includes the replacement of the antiquated cable television infrastructure and minor architectural modifications to facilitate routing of the cable pathways.

The previous budget information presented to the Board for these projects estimated the total cost at approximately \$5 million. University officials now indicate that the consolidated project budget is \$10,541,000, based upon a detailed review of the various cost components.

The consolidated project budget reflects additional construction costs. The university has made it a priority to provide fiber optic service for all of its residence facilities, and as a result the telecommunications improvements will now be undertaken ahead of the fire safety work. The majority of the fire safety work to be undertaken in the residence halls is not required by fire codes for existing buildings and will be done voluntarily by the university to upgrade the existing fire safety systems. The telecommunications projects will provide the necessary construction also to accommodate the fire safety work, which will proceed following completion of the telecommunications improvements. With this change, the initial construction costs have shifted to the consolidated budget for the telecommunications improvements. The consolidated budget also includes additional planning and contingency funds estimated at approximately \$2 million.

The selection of Alvine and Associates to provide telecommunications design services for the Burge, Currier, Rienow, Slater and Stanley residence hall projects was approved by the Board in October 1999. University officials requested approval of the negotiated agreement with the firm in the amount of \$628,996. Design services for the remaining residence hall projects is also being provided by Alvine and Associates under a separate agreement, which was previously approved by the Board.

Project Budget

Construction	\$ 8,459,640
Design, Inspection and Administration	
Consultants	844,340
Design/Construction Services	390,120
Contingency	846,900
TOTAL	\$ 10,541,000
Source of Funds:	
Dormitory Revenue Bonds	\$ 9,368,241
Campus Video System Reserves	750,189
Telecommunications Improvement and Replacement Funds	422,570
	\$ 10,541,000

Hillcrest Residence Hall—Renovate Restrooms—Phase 5

Source of Funds: Dormitory Improvement Reserves

Project Summary

	<u>Amount</u>	<u>Date</u>	<u>Board Action</u>
Project Description and Total Budget	\$ 767,000	Dec. 1999	Requested
Architectural Agreement (Rohrbach Carlson)	70,500	Dec. 1999	Requested

This project will continue the renovation of restroom and shower areas in Hillcrest Residence Hall. The Phase 5 project will renovate and expand the five restroom/shower areas located on five levels in the west end of the east-west wing. Permission to proceed with the project was not required since the project budget does not exceed \$1,000,000.

The project will include replacement and upgrading of walls, doors, finishes and toilet partitions, installation of new plumbing risers and fixtures, and installation of new ventilation and electrical systems. The facilities will be brought up to current Uniform Building Code and Americans with Disabilities Act design standards.

University officials requested approval to enter into an agreement with Rohrbach Carlson to provide design services for the project. The agreement provides for a fee of \$70,500, including reimbursables.

Project Budget

Construction	\$ 609,500
Design, Inspection and Administration	
Consultants	72,800
Design and Construction Services	24,000
Contingency	<u>60,700</u>
TOTAL	<u>\$ 767,000</u>

Regent Fisher asked if the Hillcrest Residence Hall renovation project was coming along and whether the facility would be ready by next fall. Vice President True responded affirmatively, stating that the dining area of the facility was expected to be open in the fall of 2000.

Spence Laboratories of Psychology Renovation

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>
Permission to Proceed		June 1999	Approved
Architectural Selection (RDG Bussard Dikis)		July 1999	Approved
Architectural Agreement	\$ 369,000	Oct. 1999	Approved
 Project Description and Total Budget (Phase 1)	 1,116,000	 Dec. 1999	 Requested

This project will provide for the phased renovation of laboratory space in the Spence Laboratories of Psychology facility and Seashore Hall to provide modern research laboratories for the Department of Psychology. The project will be completed in three phases over a five-year period to avoid compromising the continuing academic and research efforts of the department.

The Phase 1 project will renovate 6,100 square feet of space on the ground and third floors of the northeast wing of Seashore Hall to provide behavioral and cognitive research laboratories. These areas will be completely reconstructed to create four soundproofed, environmentally-controlled research laboratory suites. The renovated

areas will accommodate most of the research activities presently occupying the third floor of the Spence Laboratories of Psychology.

The ground floor currently houses teaching assistants who will be reassigned within the Department of Psychology, and Campus Equipment Services which will relocate to other university service facilities. The third floor currently includes three classrooms which will be relocated to space in North Hall to be vacated by the Facilities Services Group, and a research laboratory which will be relocated to vacated laboratory space in the center section of Seashore Hall.

Project Budget

Construction	\$ 840,000
Design, Inspection and Administration	
Consultants	146,000
Design and Construction Services	46,000
Contingency	84,000
TOTAL	<u>\$ 1,116,000</u>

Phillips Hall—Renovate Auditorium

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>
Project Description and Total Budget	\$ 756,000	Dec. 1999	Requested
Architectural Agreement (Rohrbach Carlson)	68,500	Dec. 1999	Requested

This project will renovate the 304-seat auditorium which has not been upgraded since its construction in 1966 and is in need of modernization to meet current teaching requirements. Permission to proceed with the project was not required since the project budget does not exceed \$1,000,000.

The project will include replacement of seating; the heating, ventilating and air conditioning system; and entrance doors to provide fire safety improvements. In addition, the project will provide accessibility, lighting and electrical improvements, new flooring and ceiling, and painting. This work is scheduled to be completed during the summer of 2000 so that the auditorium will be available for use for the fall 2000

semester. University officials anticipate the loss of approximately five seats in the auditorium resulting from the accessibility improvements.

University officials requested approval to enter into an agreement with Rohrbach Carlson to provide full design services for the project from design development through construction documents and a portion of construction administration. The agreement provides for a fee of \$68,500, including reimbursables.

Project Budget

Construction	\$ 593,000
Design, Inspection and Administration Consultants	73,500
Design and Construction Services	30,500
Contingency	<u>59,000</u>
TOTAL	<u>\$ 756,000</u>

Regent Turner asked if the Phillips Hall auditorium will be wired. Vice President True responded affirmatively, noting that the auditorium would include everything that is in the Macbride Hall auditorium which the Regents toured in the past. He said the auditorium will be an example of what can be accomplished regarding accessibility for those with physical disabilities, lighting, technology, etc. He hoped that the next time the Regents are in Iowa City university officials can show them what has been done.

Phillips Hall—Heating, Ventilating and Air Conditioning Renovation, Phase 3—Provide Service to Basement

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>
Project Description and Total Budget	\$ 474,000	Dec. 1999	Requested

This project will continue the phased replacement of the heating, ventilating and air conditioning system in Phillips Hall. The university has proceeded with the extension of chilled water service to floors 2 and 3. The proposed project for the basement of the facility will result in chilled water service for all of the classroom areas of Phillips Hall. Permission to proceed with the project was not required since the project budget does not exceed \$1,000,000.

The project will include removal of unit ventilators; installation of an air handling unit, ductwork, and controls; and replacement of the building heat exchanger, expansion tanks, and chilled and hot water piping from the basement to the fourth floor.

Project Budget

Construction	\$ 361,420
Design, Inspection and Administration	
Design and Construction Services	65,320
Consultants	11,200
Contingency	<u>36,060</u>
 TOTAL	 <u>\$ 474,000</u>

Bowen Science Building—Renovate Auditoriums

Source of Funds: Income from Treasurer’s Temporary Investments and/or College of Medicine Gifts and Earnings

Project Summary

	<u>Amount</u>	<u>Date</u>	<u>Board Action</u>
Permission to Proceed with Health Sciences Campus Plan		May 1996	Approved
Project Description and Total Budget	\$ 2,990,000	Dec. 1999	Requested
Architectural Agreement (Baldwin White Architects)	261,500	Dec. 1999	Requested

This project will upgrade and reconfigure the three auditoriums to provide modern teaching facilities and to accommodate current instructional methodologies. This will be the first renovation of the auditoriums since construction of the Bowen Science Building in the early 1970s. The renovation of space in the Bowen Science Building for use by the College of Medicine is one component of the Health Sciences Campus plan.

The project area will total approximately 10,400 net square feet of space. Auditorium 1, with a current seating capacity of 319, will be reconfigured to provide an electronic teaching facility with seating for 180. The renovated space will consist of fixed tables and movable chairs and will include power and data ports. Auditoriums 2 and 3, with a current seating capacity of 188 each, will be reconfigured to provide wider aisles and new entrances at the upper level. The reconfigured space in each auditorium will provide seating for 130. The number of seats in each of the auditoriums will be reduced to meet current accessibility and fire safety code requirements and to provide a more comfortable learning environment for the students. In addition, the smaller class sizes will better match the educational programs of the college. The new Medical

Education and Biomedical Research Facility will provide two auditoriums with seating for 400 students to help accommodate for any loss of seating capacity.

In order to provide the needed auditorium space for the College of Medicine, the renovation of Auditoriums 2 and 3 will be undertaken in the summers of 2000 and 2001. The auditoriums are not used by the college during the summer months and this schedule will allow the renovated spaces to be available for use during the following fall and spring semesters. The renovation of Auditorium 1 will not be undertaken until after the Medical Education and Biomedical Research Facility is available for occupancy, which is scheduled for the fall of 2001. The specific work schedules will be developed during the design phase.

The work to be completed in the three auditoriums will include replacement of audio/video equipment and seating, accessibility and acoustical improvements, upgrade of the heating, ventilating and air conditioning systems, and installation of new flooring and room finishes.

The project will also include construction of two internal stairs to improve traffic flow within the building between the upper and lower levels of the three auditoriums. In addition, a new entrance and vestibule will be constructed on the north side of the building to facilitate traffic flow between the Bowen Science Building and the Medical Education and Biomedical Research Building.

University officials requested approval to enter into an agreement with Baldwin White to provide full design services for the project from design development through construction documents and a portion of construction administration. The agreement provides for a fee of \$261,500, including reimbursables.

Project Budget

Construction	\$ 2,392,500
Design, Inspection and Administration	
Consultants	276,700
Design and Construction Services	81,500
Contingency	<u>239,300</u>
TOTAL	<u>\$ 2,990,000</u>

Regent Fisher asked for the total amount spent on the Bowen Science Building renovation. Vice President True responded that the auditorium renovation would cost approximately \$3 million. To this point in time, approximately \$10 million has been spent. To complete the renovation of the building will cost another \$4 million to \$5 million.

Regent Neil asked if the amount of seats in the auditoriums will be decreased. Vice President True responded affirmatively, noting that the auditoriums would be changed into electronic classrooms.

Regent Neil asked if the reduced seating would limit class size. Vice President True responded that the renovated auditoriums would complement what is being built in the Medical Education and Biomedical Research Facility.

Bowen Science Building—Remodel Core 1-400, Anatomy Package 6

Source of Funds: College of Medicine Gifts and Earnings

Project Summary

	<u>Amount</u>	<u>Date</u>	<u>Board Action</u>
Permission to Proceed with Health Sciences Campus Plan		May 1996	Approved
Project Description and Total Budget	\$ 740,000	Dec. 1999	Requested
Architectural Agreement (Design Engineers)	32,000	Dec. 1999	Requested

This project will remodel approximately 4,070 square feet of space in the Core 1-400 area of the Bowen Science Building for the Department of Anatomy of the College of Medicine. (Renovation of space in Bowen Science Building is a component of the Health Sciences Campus Plan.)

The project will include demolition, installation of new partitions, sinks, fume hoods, casework, carpeting, doors, ceilings and lighting, as well as painting. Mechanical improvements will include the installation of new ductwork, electrical systems, and plumbing.

University officials requested approval to enter into an agreement with Design Engineers to provide mechanical and electrical design services for the project. The agreement provides for a fixed fee of \$32,000, including reimbursables.

Project Budget

Construction	\$ 606,400
Design, Inspection and Administration	
Design and Construction Services	40,200
Consultants	32,800
Contingency	<u>60,600</u>
TOTAL	<u>\$ 740,000</u>

Medical Research Center—Renovate Laboratories 243 and 245  
Source of Funds: College of Medicine Gifts and Earnings

Project Summary

	<u>Amount</u>	<u>Date</u>	<u>Board Action</u>
Architectural Agreement (Design Engineers)	\$ 42,500	Oct. 1999	Approved
Project Description and Total Budget	445,000	Dec. 1999	Requested

This project will include installation of an air handling unit, fume hoods, exhaust fans, casework, fire detection systems and utilities to serve the area. The project will also provide minor renovations to nearby rooms including the relocation of casework, installation of flooring, painting, and connection to the building deionized water system. The total project area consists of approximately 2,700 square feet. Permission to proceed with the project was not required since the project budget does not exceed \$1,000,000.

Project Budget

Construction	\$ 337,195
Design, Inspection and Administration	
Consultants	44,700
Design and Construction Services	30,600
Contingency	<u>32,505</u>
TOTAL	<u>\$ 445,000</u>

University Hospitals and Clinics—Upgrade Life Safety Fire Compartments  
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	\$ 491,300	Dec. 1999	Requested

This project will upgrade the fire safety compartments (interior building areas enclosed by fire walls) in the Carver, Colloton and Pappajohn Pavilions, General Hospital, Southeast Addition and Boyd Tower. The project will consist of upgrading doors, hardware and windows to meet life safety code requirements. Permission to proceed with the project was not required since the project budget does not exceed \$1,000,000.

Project Budget

Construction	\$ 393,000
Architectural/Engineering Support	39,300
Planning and Supervision	19,700
Contingency	<u>39,300</u>
 TOTAL	 <u>\$ 491,300</u>

Revised Budgets

Water Plant—Provide Emergency Power

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	\$ 350,000	April 1999	Approved
Revised Total Project Budget	425,000	Dec. 1999	Requested

This project will install an emergency generator to supply electrical power to the university water plant. The generator will have the capability to provide the necessary electrical power to continue normal water plant activities, which includes supplying the steam boilers and campus domestic water system, in the event of power outages.

The revised budget reflects an increase of \$75,000 due to unanticipated project costs. These are additional costs relating to site conditions, permitting issues, and ductbank clearances.

Project Budget

	<u>Initial Budget April 1999</u>	<u>Revised Budget Dec. 1999</u>
Construction	\$ 340,000	\$ 400,000
Design, Inspection and Administration	5,000	22,000
Contingency	5,000	3,000
TOTAL	\$ 350,000	\$ 425,000

Dental Science Building—Replace Oral Evacuation System Piping  
Source of Funds: Income from Treasurer's Temporary Investments

Project Summary

	<u>Amount</u>	<u>Date</u>	<u>Board Action</u>
Project Description and Total Budget	\$ 318,000	Sept. 1999	Approved
Architectural Agreement (A and J Associates)	29,140	Sept. 1999	Approved
Revised Total Project Budget	396,000	Dec. 1999	Requested
Award of Construction Contract (Environmark Corporation)	292,182	Dec. 1999	Requested

This project will replace the oral evacuation system piping which serves the dental clinics in the Dental Science Building. Many portions of the piping are clogged or have deteriorated from exposure to chemicals. The installation of the new piping will be scheduled during evenings and weekends to allow the dental clinics to remain in operation during normal working hours.

University officials requested approval of the revised project budget in the amount of \$396,000, an increase of \$78,000, to allow award of the construction contract. Three bids were received for the project; the low bid submitted by Environmark Corporation of Davenport, Iowa, in the amount of \$292,182, was approximately 34.4 percent above the engineering estimate. University officials believe the bid is a fair representation of the work and attribute the higher-than-estimated cost to the unique characteristics of the

project. Special project requirements include completing the work after clinic hours, the need for the piping system to remain operational during the project, and the lack of historical data to assist in the preparation of cost estimates for the removal of mercury and blood borne pathogen contaminants from the piping system. University officials requested award of the construction contract to Environmark Corporation.

Project Budget

	Initial Budget <u>Sept. 1999</u>	Revised Budget <u>Dec. 1999</u>
Construction	\$ 255,442	\$ 330,182
Design, Inspection, Administration		
Consultants	29,940	29,940
Design and Construction Services	9,000	12,400
Contingency	<u>23,618</u>	<u>23,478</u>
TOTAL	<u>\$ 318,000</u>	<u>\$ 396,000</u>

Architect/Engineer Agreements

Hillcrest Residence Hall—Landscape West Courtyard

Source of Funds: Residence Services Funds

Project Summary

	<u>Amount</u>	<u>Date</u>	<u>Board Action</u>
Architectural Agreement (Rohrbach Carlson)	\$ 39,500	Dec. 1999	Requested

This project will renovate and landscape the west exterior courtyard of Hillcrest Residence Hall to complement the new central entrance being developed as part of the dining wing remodeling project. The project will also provide improved bicycle parking areas and student gathering space.

University officials requested approval to enter into an agreement with Rohrbach Carlson to provide design services for the project. The agreement provides for a fee of \$39,500, including reimbursables. University officials will return to the Board at a future date for approval of the project description and budget.

Capital Plan for the Health Sciences Campus, Related Medical Education and Biomedical Research Facilities

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

Project Summary

	<u>Amount</u>	<u>Date</u>	<u>Board Action</u>
Permission to Proceed with Health Sciences Campus Plan		May 1996	Approved
Architectural Agreement (Payette Associates)	\$ 3,750,700	Nov. 1996	Approved
Architectural Amendments #1 - #3	1,161,200		Approved
Architectural Amendment #4	103,000	Dec. 1999	Requested
Architectural Amendment #5	25,000	Dec. 1999	Requested
Architectural Amendment #6	250,000	Dec. 1999	Requested
Architectural Amendment #7	305,000	Dec. 1999	Requested
Architectural Amendment #8	423,000	Dec. 1999	Requested

The agreement with Payette Associates provides construction phase design services for the Medical Education and Biomedical Research Facility, programming and schematic design services for the renovation of the Bowen Science Building Auditoriums 1 and 2, and schematic landscape design services for the total health sciences campus. Amendments #1 through #3 to the agreement provided design services for finishing the east wing shell space of the Medical Education and Biomedical Research Facility, site development for the building, and design services for telecommunications, audio-visual and lighting systems, vibration and acoustical analysis, and additional building code review. University officials requested approval of Amendments #4 through #8 to the agreement totaling \$1,106,000.

Amendment #4 will provide graphic signage design services (signs, graphics and directories) for the Medical Education and Biomedical Research Facility. This work was not included in the original design agreement since the signage could not be developed until the project had progressed. The amendment will provide full design services for a fee of \$103,000.

Amendment #5 will accommodate the expanded project scope for the renovation of the Bowen Science Building auditoriums. The scope was increased to reflect the renovation of three auditoriums rather than two, and the upgrade of one of the spaces from a standard auditorium to an electronic classroom with tables and chairs. University officials

determined that it would be beneficial to upgrade all of the auditoriums in the building, and development of an electronic classroom will facilitate the educational programs of the College. The amendment will provide compensation for the additional schematic design services in the amount of \$25,000.

Amendment #6 will provide compensation for additional site visits requested by the university during the construction administration phase, and additional printing costs for bidding documents for the Medical Education and Biomedical Research Facility. Both the required number of site visits and bidding documents were underestimated largely because the size and complexity of the project have increased. The amendment will provide compensation in the amount of \$250,000.

Amendment #7 will provide compensation for design development and construction phase design services for the Animal Care Facility which will be located in the east wing of the Medical Education and Biomedical Research Facility. The schematic design for the Animal Care Facility was included in Amendment #1 to the agreement which provided design services for finishing the east wing space; this area was originally designed as shell space only due to budget considerations. The amendment will provide compensation in the amount of \$305,000 for the additional services required to complete the design for the Animal Care Facility.

Amendment #8 will provide the remaining landscape design services for the entire Health Sciences Campus. The original agreement provided for schematic landscape design services only since the landscaping for the area could not be further developed until the projects had progressed. The amendment will provide the additional design services for a fee of \$423,000.

Capital Plan for the Health Sciences Campus—Campus Master Plan Design Overview  
Source of Funds: State Appropriations, Revenue Bonds, College of Medicine Gifts and Earnings, and Income from Treasurer’s Temporary Investments

Project Summary

	<u>Amount</u>	<u>Date</u>	<u>Board Action</u>
Permission to Proceed Architectural Agreement (Payette Associates)	\$ 128,500	May 1996 May 1998	Approved Approved
Architectural Amendment #1	41,200	Dec. 1999	Requested

The agreement with Payette Associates was approved by the Board in May 1996 to provide oversight of the design consultants through various phases of Health Sciences

Campus Plan projects. The purpose of the agreement is to ensure that the consultants follow the intentions of the Health Sciences Campus plan and that the overall project is well coordinated.

University officials requested approval of Amendment #1 in the amount of \$41,200 to the agreement with Payette Associates. The amendment will provide compensation for additional oversight and coordination services which have been required as the projects of the Health Sciences Campus have progressed. The additional services have also included the review of other projects with potential impact on the Health Sciences Campus, such as the Highway 6 pedestrian overpass to be constructed near the Newton Road Parking Ramp.

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	Approved
Architectural Agreement (A and J Associates)	39,800	Dec. 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.

University officials requested approval to enter into an agreement with A and J Associates to provide design services for the project. The agreement provides for a fee of \$39,800, including reimbursables.

\* \* \* \* \*

Included in the university's capital register were project budgets under \$250,000, a construction contract which was awarded by the Executive Director, and acceptance of a completed construction contract.

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

**APPROVAL OF LEASES.** The Board Office recommended the Board (1) approve the leases for the benefit of the institution as summarized below and (2) ratify the University of Iowa's consent to construction of an addition to the Ronald McDonald House, in accordance with the land lease with the Children's Family Living Foundation.

University officials requested approval to extend the lease with the Children's Family Living Foundation for the foundation's use of 40,000 square feet of land for the Ronald McDonald House. The facility, which was constructed by the foundation in 1983, provides living accommodations for families of children receiving critical medical care at University Hospitals. The current lease will expire on June 31, 2008, and the proposed extension will allow the lease to remain in effect for an additional 20-year period through January 31, 2028.

University officials requested approval to renew the lease with The Hart Company for the university's use of 3,450 square feet of space located in Des Moines, Iowa, for the Neonatal Metabolic Screening Program of the university Hygienic Laboratory. The lease will be renewed at the rate of \$1,325 per month (\$4.61 per square foot, \$15,900 per year) for a two-year period commencing March 1, 2000, through February 28, 2002. This is an increase of 4.1 percent over the current lease agreement.

University officials requested approval to enter into a new lease agreement with Burlington Medical Center for the university's use of 1,270 square feet of space located in West Burlington, Iowa, for the University Hospitals Child Health Specialty Clinics. The space will be leased at the rate of \$800 per month (\$7.56 per square foot, \$9,600 per year) for a five-year period commencing March 1, 2000, through February 28, 2005.

University officials requested approval to extend the lease with Carver Hotel Enterprises for the university's use of 1,220 square feet of space located in Muscatine, Iowa, for use by the Pediatric Coronary Risk Factor Project of the College of Medicine. The lease will be extended for a one-year period commencing January 1, 2000, through December 31, 2000, at the rate of \$1,117 per month (\$10.99 per square foot, \$13,404 per year). This is an increase of 3 percent over the current lease agreement.

MOTION: Regent Turner moved to approve leases, as presented. Regent Kennedy 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.

**MISSISSIPPI RIVERSIDE ENVIRONMENTAL RESEARCH STATION.** The Board Office recommended the Board (1) authorize the University of Iowa to proceed with project planning for the Mississippi Riverside Environmental Research Station, and (2) request the university to work with the Board Office to address possible program implications and ongoing funding for operations of the station.

University officials requested permission to proceed with project planning and the architectural selection process for construction of a facility to house a Mississippi Riverside Environmental Research Station for the College of Engineering's Iowa Institute of Hydraulic Research. The research station, to be constructed at a site to be determined along the Mississippi River, will provide a multidisciplinary research and education center to study, in a comprehensive way, extremely complex natural riverine processes and the long-term effects of human-imposed influences on rivers. Permission to proceed with the project will allow the university to begin the architectural selection process for the facility.

Project Summary

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

The Iowa Institute of Hydraulic Research has an international reputation for excellence and innovation, and expertise in many areas of fluvial hydraulics such as in sedimentation, bank erosion, ice formation and its effects, lock and dam structures, hydrology and hydrometeorology, ship hydrodynamics, marine biology, chemical transport, thermal pollution and geomorphology. In addition, the institute has ongoing relations with many government agencies that traditionally have supported research related to rivers and water resources.

The station will provide opportunities for researchers and educators to study river ecosystems in a multidisciplinary setting. Development of the research station will require close coordination with the Iowa Department of Natural Resources and the U.S. Army Corps of Engineers.

University officials plan to finance the construction project with private funds which have already been committed and fund the equipment and start-up operations with additional private funds, which have yet to be raised. However, the Board Office has not received written information regarding the source of funds for the operation of the facility, which university officials estimated at \$250,000 annually.

It was unclear, from the information provided by the university to the Board Office, whether the Mississippi Riverside Environmental Research Station will be a new center. The Regent Procedural Guide §6.06 details review criteria for new centers and institutes. If there is to be a commitment of institutional funds in excess of \$25,000, the new unit must be brought to the Board for approval. Otherwise, the new unit is to be reported to the Board. The Board Office will work with university officials to obtain additional information and to ensure that all Regent procedures are followed.

The project will construct an industrial-type building of approximately 10,000 square feet which will include some finished office, meeting, and display space. The total building cost is estimated at approximately \$1.2 million.

University officials proposed to construct the research station along the Mississippi River, most likely at a site near Muscatine. Possibilities for the lease of land to provide the site are currently being investigated by the university and will continue during the planning phase of the project. Any lease agreement for the site will require Board approval.

President Coleman introduced P. Barry Butler, Interim Dean, College of Engineering.

Interim Dean Butler reviewed with the Regents the university's request. He provided history of the institute. At present, the Iowa Institute of Hydraulics Research operates seven laboratories around the Iowa City area, totaling 100,000 square feet. The proposed facility represents 10,000 to 15,000 square feet, a 10 percent increase in the laboratory space for the institute. The research staff are faculty from civil, environmental, mechanical and biomedical engineering, as well as geosciences.

Interim Dean Butler stated that the current operating budget for the institute is approximately \$5 million per year. A significant portion of the revenue is through external grants and contracts. Focus areas of the institute currently include mechanics, environmental hydraulics, cold region engineering, hydrology and hydrometeorology. Current emphases include environmental food dynamics and hydraulics, numerical modeling, validation labs and field experiments.

The Mississippi Riverside Environmental Research Station will be part of the Iowa Institute of Hydraulics Research because of the institute's expertise. It is not a single study in hydraulics; it involves a number of different fields. The objective is to establish

a riverside research station on the upper Mississippi River, in or near Muscatine. It will be a unique, university-based education and research facility with a two-fold mission.

With regard to the educational mission, Interim Dean Butler said the station will provide opportunity for hands-on field experiences for graduate and undergraduate level students as well as K through 12 students. The station will also support on-campus courses with interactive field experiments and will help to organize international workshops, short courses and internships.

With respect to research, Interim Dean Butler said the station will develop a comprehensive and holistic approach to understanding river ecology. The next 30 to 40 years on the river will be very important and this is the time to address the issues. The station will also provide opportunities for research from diverse fields to establish testing and monitoring sites along the upper Mississippi River.

The main areas of focus will be 1) river ecology--pollutants, waste water, chemical spills, wildlife habitats; 2) control structures and utilities--locks and dams, hydraulics of managing the river, barge moving, water intaking and power plants; 3) river morphology--river processes, bank erosions, channel stability, hydrology, flood routing and ice management; and 4) hydrometeorology--an interaction between the river, the weather and the environment.

Interim Dean Butler identified some of the potential sponsoring agencies. He said the institute has worked with and continues to work with the sponsoring agencies in many of its research projects.

With regard to the budget for the facility, Interim Dean Butler stated that the initial field station building is budgeted at \$1.2 million, the funds for which will come from the charitable trust at the Carver Foundation. A second budget item is land. Institute officials are looking at a number of different sites with private individuals as well as state agencies. An upper limit on the cost of the land might be \$100,000. A third budget item is field and laboratory equipment in the amount of \$1 million. The final budget item was the annual operating cost which was estimated at \$250,000. The institute's current operating budget is about \$5 million; the proposed operating budget for the station would be 5 percent of that amount. During the start-up phase the station's operating expenses will be covered by the institute's operating budget. Additional donations will be sought for the equipment start-up costs. Once the facility reaches a steady state, Interim Dean Butler was confident the facility would not only support itself but also generate income for the institute's research activities.

Upon approval from the Board of Regents, institute officials will begin the site selection process and planning for the building.

Interim Dean Butler stated that there were many reasons for identifying Muscatine as the prime location for the facility. A geographical reason is that it is the closest river point to Iowa City which was important for students traveling back and forth between the campus and the site. There are also many interesting features of the river at that location.

Regent Fisher asked, other than the people of Iowa, who will benefit from the study and research. Also, will there be federal funding received by the research station?

Interim Dean Butler responded that everyone who lives around rivers will benefit. He said the institute has a strong reputation with many federal agencies.

Dr. Patel, Director of the Iowa Institute of Hydraulic Research, stated that practically all federal agencies are sponsoring research at the institute. Once the facility is open, faculty can write grant proposals.

Regent Fisher said he looked forward to completion of the facility at which time he hoped the Regents would be provided a tour of the research station.

Regent Kennedy referred to the annual operating budget of \$250,000 and asked if the funding would come from institutional dollars and/or grant dollars. Director Patel responded that research funds from grants and contracts currently operate the institute. The institute derives support from the university for the teaching faculty. It is hoped that when this research station reaches full potential it will generate much more than \$250,000. The annual operating budget estimate was based on 40 percent being allocated for personnel support.

Regent Neil asked if there has been any reaction from the Mississippi River commerce industry. Director Patel responded that there is a great deal of interaction between barge traffic and the institute. One of the opportunities is to train future generations of engineers and scientists.

Regent Kelly expressed pride in what was being done by the institute, noting that it was extremely important to take a larger view of the river. He said the Cedar River was one of the few clear water streams in Iowa until the Army Corps of Engineers got involved with it and now it contains farm run-off and urban sewage. He asked if there was anyone who has an interest in or initiative to try to clean up the Mississippi River.

Interim Dean Butler stated that Regent Kelly's comments were well taken. The mission of the laboratory is as an educational tool. The research station will not generate policies but will provide the research infrastructure that will answer questions of how

things interact. He said a facility like this will provide solid data and interpretations of the interactions. Other agencies have to respond to the solid data. The research station will provide solid research without an agenda.

President Jischke stated that Iowa State University has people who are looking at new farming practices that reduce soil erosion. Others are looking at buffer zones along rivers while others are studying the question of where the nitrogen goes that is applied to soil. He said many people are trying to get at various aspects of the questions raised by Regent Kelly.

President Coleman stated that the University of Iowa is interested in providing good research data on which the state can then act. She expressed her complete support for the project.

President Coleman introduced Tatsuaki Nakato, Associate Director of the Iowa Institute of Hydraulic Research.

Professor Nakato stated that he has worked on the Mississippi River for more than 20 years. Work has to start right now on identifying which stream(s) and farm practice(s) are causing sediment to flow into the Mississippi River.

**MOTION:**

Regent Lande moved to (1) authorize the University of Iowa to proceed with project planning for the Mississippi Riverside Environmental Research Station, and (2) request the university to work with the Board Office to address possible program implications and ongoing funding for operations of the station. Regent Kennedy seconded the motion. **MOTION CARRIED UNANIMOUSLY.**

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

## IOWA STATE UNIVERSITY

The following business pertaining to Iowa State University was transacted on Wednesday and Thursday, December 15 and 16, 1999.

**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 November 1999.**

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

**ACCEPTANCE OF POST-AUDIT REPORT FOR THE MASTER OF FAMILY AND CONSUMER SCIENCES (MFCS) IN THE COLLEGE OF FAMILY AND CONSUMER SCIENCES.** The Board Office recommended the Board refer this matter to the Board Office and the Interinstitutional Committee on Educational Coordination for review and recommendation.

A preliminary review of the post-audit report indicated that the program meets the Board's criteria for post-audit review. Following referral by the Board, a comprehensive review of the report will be undertaken by the Interinstitutional Committee on Educational Coordination and the Board Office.

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

**APPROVAL OF PROPOSAL FOR A NEW B.A. PROGRAM IN COMMUNICATION STUDIES.** The Board Office recommended the Board refer this matter to the Board Office and the Interinstitutional Committee on Educational Coordination for review and recommendation.

Communication studies were introduced in the speech curriculum at Iowa State University over fifteen years ago. As new courses were developed during the past ten years, existing courses were revamped as a reflection of changes in the discipline. Communication studies evolved as additional emphasis within the Speech Communication Department, focusing on the more interpersonal and organizational elements of human communication. This was in contrast to the more traditional speech

curriculum that emphasized public speaking, rhetorical analysis, persuasion, public address and argumentation debate.

After having created a successful emphasis under the umbrella of the speech communication degree, Iowa State University officials sought to provide a sense of identity for the program by establishing a specific degree in communication studies. The existing program elements have apparently been successful in attracting students, with steady increases each year. The faculty, the students and the other essential elements of a program are already in place. A degree in communication studies is thought to enhance student interest in the program and improve the marketability and career opportunities for graduates.

Since the faculty, facilities, and supply budget already exist in support of the communication studies emphasis that is currently being offered, no additional expenses were anticipated outside of normal annual budget adjustments.

Similar programs exist at the University of Iowa, the University of Northern Iowa and several independent colleges and universities. A clarification on this potential duplication at the University of Northern Iowa and Iowa State University was provided by the university, which suggested that these programs are sufficiently different from the one being proposed. No mention was made of the proposed similarity to programs at five private colleges. The Interinstitutional Committee and the Board Office will need to examine carefully the implications for potential program duplication as they review this proposal.

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 Iowa State University.

Carver Co-Laboratory

Project Summary

	<u>Amount</u>	<u>Date</u>	<u>Board Action</u>
Permission to Proceed		Dec. 1999	Requested
Project Description and Total Budget	\$ 7,000,000	Dec. 1999	Requested

The co-laboratory will consist of approximately 29,000 gross square feet and will provide a facility where scientists from Iowa State University, private industry, and the

world can meet in a collaborative and interactive environment to conduct state-of-the-art plant research and address critical issues in plant science.

The establishment of the Plant Sciences Institute was approved by the Board in September 1999. The purpose of the institute is to establish an environment that fosters multidisciplinary collaboration in the fundamental and applied plant sciences. The co-laboratory will emphasize and promote interdisciplinary collaboration within the plant sciences and other core areas of the university, such as molecular biology, plant physiology, and classical plant breeding, molecular genetics, physics, and mathematics.

The facility will act as the gateway to the institute, both physically and symbolically. It will house the office of the Director of the Plant Sciences Institute and collaborative state-of-the-art laboratory space. The facility will be the first point of contact for visitors, industry leaders, and scientists associated with plant science from around the world.

A mix of approximately eight to ten senior researchers, faculty, and support staff will be housed in the co-laboratory. University officials anticipate that the facility will house faculty researchers with both short- and long-term appointments. Those with short-term assignments will also have academic duties, which will help strengthen undergraduate education by providing space where faculty can provide research opportunities for undergraduate students.

University officials also proposed to develop incubator space in the co-laboratory facility. This would provide core facilities and laboratory space suitable for the research operations of industry scientists or companies for a short-term period of time. The tenants would be charged for the use of the facilities. Any lease agreements for use of the space will require approval of the Board.

The co-laboratory will also facilitate the recruitment of new faculty for the Plant Sciences Institute. The facility, which will be pivotal to the development of excellence in the fundamental plant sciences, will allow the university to be more competitive for external grants from the federal government and other sources.

University officials anticipate that the facility will be located in close proximity to programs in molecular biology and related disciplines. The siting of the facility will be determined during project planning.

The project budget of \$7 million includes funding from the Iowa State University Foundation, general university funds, restricted funds (from the Iowa Department of Economic Development and the Iowa State University Research Foundation), and the Agriculture Experiment Station. If additional support is identified from private funds or

other sources, the project budget could be increased to reflect an expanded project scope to provide additional laboratory space.

University officials requested approval to begin the architectural selection process for the project. The university will convene its Architectural Selection Committee in accordance with Board procedures for projects which exceed \$1 million.

Project Budget

Construction Costs	\$ 5,283,700
Professional Fees	1,010,100
Movable Equipment	223,200
Relocation	21,300
Project Contingency	461,700

TOTAL \$ 7,000,000

Source of Funds:	
ISU Foundation	\$ 4,400,000
General University Funds	1,600,000
Restricted Funds	750,000
Ag Experiment Station	250,000

TOTAL \$ 7,000,000

Regent Neil asked how many and what type of industry would be in the Carver Co-Laboratory. Will those businesses be charged for the space? How will this project be funded?

President Jischke said the university is creating a facility that will allow individual scientists to collaborate with other scientists. The scientists could come from individual companies, other universities, government laboratories, etc. There will be a charge for the space used. The project is funded through a combination of donated funds and institutional funds.

Bessey Hall—Fourth Floor Remodeling

Source of Funds: General University Funds

Project Summary

	<u>Amount</u>	<u>Date</u>	<u>Board Action</u>
Project Description and Total Budget	\$950,000	Dec. 1999	Requested

This project will accommodate four faculty members currently being recruited for the Center for Plant Responses to Environmental Stresses, which is one of six centers of the Plant Sciences Institute approved by the Board in September 1999. The new faculty members, who will focus in the areas of plant responses to water stress, temperature stress and biotic disease, will develop externally-funded research programs which will require state-of-the-art laboratory space to support the research and teaching efforts.

The fourth floor currently consists of a total of approximately 32,000 gross square feet which includes office and laboratory space for the Departments of Plant Pathology and Botany. Since only 5,000 net square feet of space is proposed to be remodeled, space will be available for the departments' continued use during the remodeling project.

The Center for Plant Responses to Environmental Stresses will obtain fundamental information on the ways plants respond to environmental stresses and how plants can be modified to tolerate those stresses. Molecular biologists, plant breeders and crop management scientists will use this information to modify plants and management practices in ways that can increase yield, quality and sustainability. This will facilitate the development of more effective methods to reduce stress-related losses and will increase the sustainability of agricultural cropping systems.

Project Budget

Construction Costs	\$ 672,700
Professional Fees	181,100
Movable Equipment	26,300
Project Contingency	69,900
<b>TOTAL</b>	<b><u>\$ 950,000</u></b>

Bessey Hall—Growth Chambers  
Source of Funds: General University Funds

Project Summary

	<u>Amount</u>	<u>Date</u>	<u>Board Action</u>
Project Description and Total Budget	\$ 300,000	Dec. 1999	Requested

This project will remodel approximately 1,200 square feet of under-utilized mechanical room space to house the chambers. The project will include construction of the chamber space, purchase and installation of pre-fabricated chambers, related telecommunications and equipment.

Project Budget

Construction Costs	\$ 252,500
Professional Fees	42,500
Project Contingency	5,000
TOTAL	<u>\$ 300,000</u>

Palmer Human Development and Family Studies Building

Project Summary

	<u>Amount</u>	<u>Date</u>	<u>Board Action</u>
Project Description and Total Budget	\$ 5,900,000	Nov. 1996	Approved
Revised Total Project Budget	6,960,000	June 1997	Approved
Architectural Agreement (RDG Bussard Dikis)	406,000	March 1997	Approved
Architectural Amendment #1	122,800	June 1997	Approved
Architectural Amendment #2	6,650	Oct. 1998	Approved
Construction Contracts			
Electrical Improvements (Meisner Electric)	63,319	Feb. 1998	Approved
General Construction (Stanley Design-Build)	4,644,500	May 1998	Approved
Revised Total Project Budget	8,309,000	Dec. 1999	Requested
Architectural Selection for Third Floor Space (RDG Bussard Dikis)		Dec. 1999	Requested

This project will construct a building of approximately 32,000 square feet to provide a modern facility for teaching, research and outreach efforts of the Department of Human Development and Family Studies of the College of Family and Consumer Sciences. The facility will house the Child Development Laboratory School, the Family Financial Counseling Clinic, and the Marriage and Family Therapy Clinic. The facility will be located east of MacKay Hall and will be connected to the MacKay Hall program areas by a first floor corridor.

The revised budget, which is an increase of \$1,349,000 including an additional \$1,326,000 in private funds, will allow completion of the building's third floor shell space. This area was added to the project in June 1997 to accommodate the additional space needs of the College.

The third floor area will be developed primarily as office space for the College and the Department. The expanded project scope will include the construction of interior walls and ceilings, the extension of mechanical and electrical systems to the third floor, and furnishings.

University officials also requested approval of the selection of RDG Bussard Dikis to provide design services for the third floor space. The firm has provided the previous design services for the project and is very familiar with the building program and the user groups. University officials will return to the Board for approval of the negotiated agreement.

Project Budget

	<u>Revised Budget June 1997</u>	<u>Revised Budget Dec. 1999</u>
Construction	\$ 5,088,175	\$ 6,230,975
Professional Fees	739,675	1,237,880
Movable Equipment	412,500	457,830
Relocation	0	2,100
Contingency	<u>719,650</u>	<u>380,215</u>
TOTAL	<u>\$ 6,960,000</u>	<u>\$ 8,309,000</u>
Source of Funds:		
ISU Foundation	\$ 5,910,000	\$ 7,236,500
Income from Treasurer's Temporary Investments	800,000	800,000
General University Funds	<u>250,000</u>	<u>272,500</u>
TOTAL	<u>\$ 6,960,000</u>	<u>\$ 8,309,000</u>

Reiman Gardens—Town and Country Garden  
Source of Funds: ISU Foundation

Project Summary

	<u>Amount</u>	<u>Date</u>	<u>Board Action</u>
Project Description and Total Budget	\$ 1,216,000	Jan. 1999	Approved
Architectural Agreement (Rodney Robinson Landscape Architects)	129,500	March 1999	Approved
Revised Total Project Budget	1,513,500	Dec. 1999	Requested
Architectural Agreement for Pond Garden (Rodney Robinson Landscape Architects)	29,500	Dec. 1999	Requested
Architectural Agreement for Hillside Garden (Rodney Robinson Landscape Architects)	5,500	Dec. 1999	Requested

This project will create the Town and Country Garden at the Reiman Gardens, which will provide a variety of garden scenarios designed for residential application. The project will include construction of a building structure to be used for university extension and academic programs.

The revised budget, which includes an increase of \$297,500 in private funds, will permit expansion of the project scope to include development of a Pond Garden in the central area of the Reiman Gardens. The Pond Garden will consist of a large water garden, measuring approximately 180 feet by 100 feet, with a connecting path system.

The revised budget will also provide design services for the Hillside Garden, which will be developed immediately to the west of the Pond Garden on the hillside along Beach Avenue. The garden will feature plants unique to a hillside environment and will include a winding path through the plant collection and a small stream to serve the Pond Garden. Proceeding with the design phase for the Hillside Garden will facilitate fund raising efforts for this project; the university plans to request Board approval of the Hillside Garden project budget when additional funding is available.

University officials also requested approval to enter into two agreements with Rodney Robinson Landscape Architects for the proposed garden projects. The agreements will provide full design services for a fee of \$29,500 for the Pond Garden, and \$5,500 for the Hillside Garden, including reimbursables.

Project Budget

	<u>Initial Budget Jan. 1999</u>	<u>Revised Budget Dec. 1999</u>
Construction	\$ 999,470	\$ 1,249,000
Professional Fees	194,540	242,500
Contingency	21,990	<u>22,000</u>
TOTAL	<u>\$ 1,216,000</u>	<u>\$ 1,513,500</u>

Anaerobic Digester Demonstration Facility

Project Summary

	<u>Amount</u>	<u>Date</u>	<u>Board Action</u>
Project Description and Total Budget	\$ 510,000	Sept. 1997	Approved
Engineering Agreement (Fox Engineering)	57,900	June 1998	Approved
Engineering Amendment #1	12,530	Oct. 1998	Approved
General Construction Contract (Weidner Construction)	344,633	June 1999	Approved
Revised Total Project Budget	570,000	Dec. 1999	Requested

This project will construct a facility to house a full-scale demonstration anaerobic digester which will convert agricultural residue (primarily corn stalks with a small percentage of animal waste) into natural gas and electricity. The digester system will help demonstrate an economically and environmentally safe means of increasing the value of agricultural by-products, enhancing the economic return to the agricultural sector.

The revised budget reflects an increase of \$60,000 for various modifications to the facility which is currently under construction. These changes will accommodate additional research activities which were developed following approval of the project budget. The increase in the project budget will be funded by the Iowa Energy Center.

Project Budget

	<u>Initial Budget Sept. 1997</u>	<u>Revised Budget Dec. 1999</u>
Construction	\$ 395,000	\$ 466,100
Professional Fees	61,500	70,500
Contingency	53,500	<u>33,400</u>
TOTAL	<u>\$ 510,000</u>	<u>\$ 570,000</u>
Source of Funds:		
Norwest Master Lease	\$ 510,000	\$ 510,000
Iowa Energy Center	0	60,000
	<u>\$ 510,000</u>	<u>\$ 570,000</u>

Utilities—Iowa State Center Lighting Improvements—1999

Project Summary

	<u>Amount</u>	<u>Date</u>	<u>Board Action</u>
Project Description and Total Budget	\$ 175,010	Sept. 1999	Approved*
Revised Total Project Budget	287,010	Dec. 1999	Requested
Engineering Agreement (Brown Engineering Company)	7,653	Dec. 1999	Requested

\* Approved by university in accordance with Board procedures

This project will replace the lighting for the parking areas located to the north and south of Hilton Coliseum, and upgrade the lighting in the large parking lots south of the Iowa State Center complex. The revised budget, which is an increase of \$112,000, will incorporate additional lighting improvements into the project.

The Institutional Roads—Iowa State Center Parking Lots Rehabilitation project, which was approved by the Board at the November meeting, includes the reconstruction and repair of various parking areas at the Iowa State Center and lighting upgrades for the north/south drives through the parking areas. It was proposed that the lighting

improvements from the institutional roads project be incorporated into the previously-approved lighting project. The lighting systems to be installed for both projects are identical, and consolidating this work is expected to result in lower unit costs. The increase in the project budget will be funded by parking system funds from the institutional roads project.

University officials also requested approval to enter into an agreement with Brown Engineering Company to provide design services for the entire project. The agreement will provide for a fee of \$7,653, including reimbursables.

Project Budget

	Initial Budget <u>Sept. 1999</u>	Revised Budget <u>Dec. 1999</u>
Construction	\$ 135,560	\$ 224,000
Professional Fees	24,310	35,000
Contingency	15,140	28,010
TOTAL	<u>\$ 175,010</u>	<u>\$ 287,010</u>
Source of Funds:		
Iowa State Center	\$ 175,010	\$ 175,010
Parking Systems	0	112,000
TOTAL	<u>\$ 175,010</u>	<u>\$ 287,010</u>

\* \* \* \* \*

Included in the university's capital register were project budgets under \$250,000 and the acceptance of completed construction contracts. These items were listed in the register prepared by the university.

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

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

University officials requested approval to renew the lease for the use of 5,999 square feet of space for the Iowa State Innovation System which subleases business incubator space at the research park. The lease will be renewed at the base rate of \$4,999.17 per month (\$10 per square foot, \$59,990.04 per year) for a five-year period commencing January 1, 2000, through December 31, 2004. The additional payments for taxes, utility and operating costs are estimated at \$2,314.61 per month (\$27,775.37 per year), which is an increase of 10.2 percent over the estimated costs in the current lease agreement.

University officials requested approval to enter into a new lease for 1,741 square feet of space for use by the ISU Pappajohn Center for Entrepreneurship (also known as the ISU Business Laboratory). The space will be leased at the base rate of \$1,523.38 per month (\$10.50 per square foot, \$18,280.56 per year) for a two-year period commencing December 20, 1999, through December 19, 2001. The additional payments for taxes, utility and operating costs are estimated at \$671.74 per month (\$8,060.83 per year).

University officials requested approval to enter into a new lease for its use of 2,153 square feet of space for the Small Business Development Center. The space will be leased at the base rate of \$1,794.17 per month (\$10 per square foot, \$21,530 per year) for a two-year period commencing January 1, 2000, through December 31, 2001. The additional payments for taxes, utility and operating costs are estimated at \$830.70 per month (\$9,968.39 per year).

MOTION:

Regent Turner moved to approve the leases, as presented. Regent Kennedy 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.

**ISU CENTER ANNUAL REPORT.** The Board Office recommended the Board receive the report on the Iowa State Center at Iowa State University for the year ended June 30, 1999.

Iowa State University has contracted with Ogden Entertainment, Inc., for the management of the center for over ten years. Ogden Entertainment, Inc., is paid a monthly management fee and commission on food and beverage concessions. The mission of the center, its booking priorities, and operating policies continue to be controlled by the university.

The FY 1999 Iowa State Center recorded operating revenues were \$7.1 million and the university subsidy was \$0.8 million. Total center expenses were \$7.9 million. Gross and net concessions increases of \$335,792 (35.2 percent) and \$209,486 (54.0 percent) respectively, were substantially greater than the prior year primarily due to an increase in the number of contemporary programs and the addition of the George Strait stadium concert. From FY 1987, the benchmark year, to FY 1999, net concession dollars have increased 402.7 percent and attendance at center events has increased 22.4 percent.

The Iowa Auditor of State conducted an audit on the Iowa State Center for the fiscal year ended June 30, 1999. The audit report indicated that the financial statements were presented fairly in all material respects. No findings were reported.

Ogden Entertainment, Inc., is a wholly-owned subsidiary of Ogden Services Corporation. On September 17, 1999, Ogden Services Corporation announced its intent to sell the entertainment and aviation divisions of its business to concentrate on its energy business. It is unknown at this time what effect the sale might have on the Iowa State Center.

Regent Fisher asked if university officials are satisfied with the service provided by Ogden Entertainment, Inc. Vice President Madden responded that university officials are generally satisfied with the service provided by Ogden Entertainment, Inc. He noted that it was nearing the end of the contract period. University officials will probably seek proposals because it is the appropriate thing to do.

Regent Turner referred to the attendance and use of the Iowa State Center and asked if the hotel-motel tax proposal for funds to remodel Hilton Coliseum not passing this year would have an impact. Vice President Madden stated that the university's current project to improve Hilton was mainly for rest rooms and support facilities and not to increase the seating capacity. The current project is being funded by Hilton Coliseum Surplus Fund and Federal Emergency Management Agency (FEMA) funds.

**ACTION:** President Newlin stated the Board received the report on the Iowa State Center at Iowa State University for the year ended June 30, 1999, by general consent.

### **PRESENTATION ON DISTANCE EDUCATION TECHNOLOGIES.**

Regent Kennedy stated that last month the distance education priority study group received a presentation by Pete Siegel on the balance between the opportunities in technology and the academics. The study group members felt it would be appropriate for the entire Board to hear the presentation.

President Jischke introduced Pete Siegel, Director of Academic Information Technology at Iowa State University.

Director Siegel's presentation regarding distance education technologies addressed definitions of distance education, changing models for education, the technology road map, opportunities and challenges in serving Iowa in the 21<sup>st</sup> century, and responding through traditional and new strengths. He stated that distributed learning is distance learning plus augmented on-campus learning. He said the undergraduate on-campus experience must remain a core value but asynchronous learning through web-based courses will be an integral component. Traditional students have choices and working professionals want choices. He discussed technology and competition, the technology revolution, what is happening to make the vision achievable, moderate-speed and high-speed user access (Iowa is lagging many states on infrastructure), and campus access. He said the real revolution begins with tools faculty can use to develop content.

With regard to serving Iowa in the 21<sup>st</sup> century, Director Siegel stated that technology is coming on line to allow the universities to engage the citizens of Iowa. There are real opportunities to serve K-12, partner among universities and colleges, engage citizens throughout Iowa through extension and others. He said the potential is there to help reshape the state economy by retraining citizens into high technology agriculture, business, and information technology areas. He described the challenges to serving Iowa in the 21<sup>st</sup> century including the potential for complacency, incentives, balance, and quality versus flexibility. Universities must respond to these challenges through traditional strengths. He said they must empower faculty to lead, invest in research on learning and assessment in the information age, ensure distributed education includes related intellectual areas, and provide strong and growing electronic libraries. New strengths through which the universities must respond to these challenges include building ubiquitous information services that reach beyond the campus, exploiting common technologies and services, and encouraging diversity in technology directions and services.

Director Siegel concluded by stating that distance education is part of a growing area of distributed learning. The technologies for distributed learning are maturing. The competition is growing and is independent of geography. Research in effective use of technology in distributed learning is critical. Faculty leadership focused on quality content must be a top priority.

Regent Lande asked if there were expanded opportunities for the Iowa Communications Network or was the Iowa Communications Network a non-event? Director Siegel stated the Iowa Communications Network provides the backbone to schools and universities. The real revolution is in the home. The Iowa Communications Network provides connectivity to the homes in the smaller towns in Iowa.

Regent Kelly asked if the educational needs of corporations are being satisfied by the Regent universities' outreach. Director Siegel responded that from what he hears from corporations, their educational needs are not being satisfied. Companies are building their own internal educational programs. There is a cry for help.

President Newlin thanked Director Siegel for the presentation.

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

UNIVERSITY OF NORTHERN IOWA

The following business pertaining to the University of Northern Iowa was transacted on Wednesday and Thursday, December 15 and 16, 1999.

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

Register of Personnel Changes for November 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 University of Northern Iowa.

**Redeker Dining Center Improvements**

Source of Funds: Future Sale of Dormitory Revenue Bonds

**Project Summary**

	<u>Amount</u>	<u>Date</u>	<u>Board Action</u>
Permission to Proceed Architect/Engineer Agreement		Dec. 1998	Approved
(Rietz Consultants)	\$ 735,000	Sept. 1999	Approved
Program Statement		Dec. 1999	Requested

This project will renovate the food service areas of the Redeker Dining Center based on the recommendations of the Campus Food Service Master Plan which was included in the Residence System Master Plan presented to the Board in March 1999. The Food Service Master Plan was developed to provide projections of future campus food

service needs and capital investment requirements consistent with the university's mission and strategic plan. The university's residential dining facility kitchens and serving systems are nearing the end of their useful lives and are dramatically in need of renovation and reconfiguration to facilitate modern production and serving techniques.

Redeker Center, constructed in 1964 and 1965, has 62,200 gross square feet of space and is the university's oldest dining unit. The facility, which is the major dining facility used by four residence halls, has remained unchanged since its construction and houses some of the oldest food service equipment on campus. The facility is also the university's largest dining unit with seating for 818. Center operations include the campus bakery and the central food stores which serve the other campus dining units.

The Redeker Dining Center operations are currently located in approximately 27,000 square feet of space on the second floor of the facility. This includes the kitchen (7,900 square feet), serving area (6,025 square feet), dining area (11,600 square feet), and bakery (1,350 square feet). In accordance with the master plan, the renovation project will consist of the reconfiguration of the existing straight-line service system and development of a multiple service point, or "marketplace" system, to enhance the variety and quality of menu offerings and speed of service. The marketplace concept will provide a series of individual food outlets, each with its own food format and identity, interspersed throughout a large dining space. The majority of food preparation is done in front of the customer at each outlet. The master plan indicates that customer acceptance of the marketplace concept in college facilities has been very high as it creates a dynamic, lively and interactive dining environment. The individual food outlets also allow flexibility to change food formats.

The marketplace area will consist of approximately 6,800 square feet of space. Since the marketplace format includes food preparation areas, the kitchen area will be reduced to approximately 4,900 square feet, a cold food preparation area will be developed totaling 2,400 square feet, and the existing food storage areas and receiving dock will be reconfigured. In addition, the dining area will be reconfigured to accommodate the marketplace area and will total approximately 11,700 square feet. This area will provide approximately the same seating capacity and will include new furnishings.

The project also includes the development of a "convenience store" area on the first floor of the Redeker Center to serve students, faculty and staff. The university has indicated that planning for this area is not yet fully developed, but additional details will be included with the schematic design presentation to the Board, which the university anticipates will take place at the February Board meeting.

The project also includes relocation of the bakery to the first floor, which will allow it to expand from approximately 1,350 square feet to a total of 2,000 square feet, including storage. The bakery will serve the convenience store, the temporary food carts which serve the Curris Business Building, Schindler Education Center and Maucker Union, and the Department of Residence's catering function.

In addition, the project will include modifications to the Department of Residence administrative offices which are located in approximately 5,700 square feet of space on the first floor. This work will include the installation of a new ceiling and carpeting, modification of the office layout, and painting. The project will also install new fire protection and heating, ventilating and air conditioning systems for the renovated areas.

University officials anticipate that the project will begin in the summer of 2000 for completion by June 2001. This will require the Redeker Center dining operations to be closed during this time period. As a result, university officials are currently preparing a transitional food service plan for dining operations during the renovation project.

The improvements to the Redeker Dining Center have a total projected cost of approximately \$10 million, which would be the largest project to be funded by the sale of dormitory revenue bonds at the University of Northern Iowa.

**Hagemann Hall—Window Replacement**

Source of Funds: Future Sale of Dormitory Revenue Bonds

**Project Summary**

	<u>Amount</u>	<u>Date</u>	<u>Board Action</u>
Architectural/Engineering Agreement (InVision Architecture)	\$ 16,000	Nov. 1999	Approved
Project Description and Total Budget	400,000	Dec. 1999	Requested

This project will replace the steel-framed, single-glazed windows in Hagemann Residence Hall with energy-efficient windows which will meet egress and other code requirements. The project will provide increased energy savings, improved resident comfort, and reduced maintenance costs.

**Project Budget**

Contracts/Purchase Orders	\$ 340,000
Consultant/Design Services	35,000
Contingencies	<u>25,000</u>
TOTAL	<u>\$ 400,000</u>

Hillside Courts Apartments Roofs—Phase 4

Source of Funds: Future Sale of Dormitory Revenue Bonds

**Project Summary**

	<u>Amount</u>	<u>Date</u>	<u>Board Action</u>
Architectural/Engineering Agreement (Van Winkle-Jacob Engineering)	\$ 24,950	Nov. 1999	Approved
Project Description and Total Budget	375,000	Dec. 1999	Requested

This project will complete the replacement of the original roof areas of the Hillside Courts Apartments which were constructed in 1971. The Phase 4 project will address the remaining 32 roof areas.

**Project Budget**

Contracts/Purchase Orders	\$ 311,000
Consultant/Design Services	33,000
Contingencies	<u>31,000</u>
TOTAL	<u>\$ 375,000</u>

Dancer Hall—Doors and Hardware

Source of Funds: Future Sale of Dormitory Revenue Bonds

**Project Summary**

	<u>Amount</u>	<u>Date</u>	<u>Board Action</u>
Architectural/Engineering Agreement (Andersen Holst Trost Svoboda Architects)	\$ 16,200	Nov. 1999	Approved
Project Description and Total Budget	350,000	Dec. 1999	Requested

This project will replace or repair the doors and hardware throughout Dancer Residence Hall. The doors and hardware are in excess of 25 years of age and require replacement to meet safety and functional requirements.

**Project Budget**

Contracts/Purchase Orders	\$ 300,000
Consultant/Design Services	30,000
Contingencies	<u>20,000</u>
 TOTAL	 <u>\$ 350,000</u>

**Regents Complex Tuckpointing—Phase 1**

Source of Funds: Future Sale of Dormitory Revenue Bonds

**Project Summary**

	<u>Amount</u>	<u>Date</u>	<u>Board Action</u>
Project Description and Total Budget	\$ 800,000	Dec. 1999	Requested
Architectural/Engineering Agreement (Howard R. Green Company)	62,700	Dec. 1999	Requested

The building envelope work for the Regents Complex, which includes Shull, Noehren, Hagemann and Rider Halls, will be prioritized and phased, with the most critical work to be completed in the first phase of the project. The Phase 1 project will address Shull Hall only (constructed in 1964) and will repair the majority of the building envelope. The project will include installation of vertical and horizontal control joints, replacement of wall ties and flashings, tuckpointing, and miscellaneous caulking and painting.

University officials anticipate that up to five phases will be required to complete the work for Shull Hall and the other facilities.

University officials also requested approval to enter into an agreement with Howard R. Green Company to provide engineering services for the project. The agreement will provide design, construction coordination, and periodic construction observation services for a fee of \$62,700, including reimbursables.

**Project Budget**

Contracts/Purchase Orders	\$ 665,000
Consultant/Design Services	65,000
Contingencies	<u>70,000</u>
TOTAL	<u>\$ 800,000</u>

**Lawther Hall—Electrical Upgrades**

Source of Funds: Future Sale of Dormitory Revenue Bonds

**Project Summary**

	<u>Amount</u>	<u>Date</u>	<u>Board Action</u>
Project Description and Total Budget	\$ 625,000	Dec. 1999	Requested
Architectural/Engineering Agreement			
(Kapaun Consulting Engineers)	42,465	Dec. 1999	Requested

This project will provide various electrical upgrades for Lawther Residence Hall. The facility was constructed in 1938 and 1950 and has received no significant electrical upgrades since its original construction. The system will be upgraded to accommodate increased electrical usage and to meet current building codes. The project will include the installation of additional outlets and breakers, lighting improvements, and grounding upgrades to enhance system reliability, safety, and function.

University officials also requested approval to enter into an agreement with Kapaun Consulting Engineers to provide engineering services for the project. The agreement will provide design, construction coordination, and periodic construction observation services for a fee of \$42,465, including reimbursables.

**Project Budget**

Contracts/Purchase Orders	\$ 505,000
Consultant/Design Services	45,000
Contingencies	<u>75,000</u>
TOTAL	<u>\$ 625,000</u>

**Institutional Roads 2000—Dakota, Minnesota and Nebraska Streets**

**Project Summary**

	<u>Amount</u>	<u>Date</u>	<u>Board Action</u>
Project Description and Total Budget	\$ 387,900	Dec. 1999	Requested
Architectural/Engineering Agreement (Kirkham Michael and Associates)	47,500	Dec. 1999	Requested

This project will reconstruct portions of Dakota, Minnesota and Nebraska Streets totaling approximately 1,800 feet. These areas are in need of reconstruction, and the completed project will accommodate vehicle access to the central campus and traffic flow in the vicinity of the UNI-Dome and the Wellness/Recreation Center. The work will be undertaken during the summer of 2000 and is expected to begin following spring graduation. The project is consistent with the institutional roads program approved by the Board in July 1999.

The project will also include the replacement of parking areas along Minnesota Street in the vicinity of the roadway reconstruction project. This work will be funded by university parking funds.

University officials also requested approval to enter into an agreement with Kirkham Michael and Associates to provide engineering services for the project. The agreement will provide design, construction coordination, and periodic construction observation services for a fee of \$47,500, including reimbursables.

**Project Budget**

Contracts/Purchase Orders	\$ 310,000
Consultant/Design Services	47,000
Contingencies	<u>30,900</u>

TOTAL	<u>\$ 387,900</u>
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Source of Funds:

Institutional Roads Funds	\$ 310,900
Parking Operations	<u>77,000</u>

\$ 387,900

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Included in the university's capital register was one project budget under \$250,000, Bender Hall—Floor Coverings, which was approved by the university.

**MOTION:**

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

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

University of Northern Iowa officials requested authorization to proceed with a lease agreement with KCRG-TV for the university's continued use of space on the KCRG-TV tower located near Walker, Iowa, approximately 35 miles southeast of Cedar Falls. The current lease provides a transmitter site for KUNI-FM and includes tower and building space for the radio antennas and transmitting equipment.

The university has leased space at the KCRG-TV tower since 1974 for the KUNI-FM transmitting equipment. The existing lease expired in September 1999 and the university has continued to lease the space on a monthly basis in accordance with the lease agreement. For the past year, the university has been in negotiations with the Cedar Rapids Television Company for continued long-term use of the tower for the KUNI-FM equipment. Development of a new agreement has been delayed to accommodate completion of an engineering study for the tower.

The Cedar Rapids Television Company will be required to install digital television antennas on the tower in addition to the existing equipment. The engineering study was initiated to determine if the tower could continue to provide the needed space and meet the load requirements for the KUNI-FM transmitting equipment. If the study determined that the tower could no longer accommodate the KUNI equipment, the university would be required to relocate the equipment to another existing tower, or construct a new tower. Relocation of the equipment to an existing tower would result in the use of a lower tower since no other suitable tall tower exists in the area. This would reduce the strength of the KUNI-FM antenna signal which would also reduce the radio station's coverage area.

Based on information from the engineering study, the Cedar Rapids Television Corporation has indicated that it is prepared to proceed with KUNI-FM's continued use of the tower. This will allow KUNI-FM to continue to transmit from a tall tower site, which will preserve the station's current coverage area.

University officials will return to the Board for approval of the terms of the lease agreement.

MOTION:

Regent Turner moved to approve the lease, as presented. Regent Kennedy 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.

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, December 15 and 16, 1999.

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

Register of Personnel Changes for November 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 capital register, as presented.

Water Main Relocation Project

Source of Funds: Nebraska Restricted Funds

### Project Summary

	<u>Amount</u>	<u>Date</u>	<u>Board Action</u>
Project Description and Total Budget	\$ 62,000	Dec. 1999	Requested

This project will relocate the existing 10-inch water main which traverses the site on which the Recreation Complex will be constructed. The project will include removal and reconstruction of approximately 1,100 feet of the water main. Permission to proceed with the project was not required since the project budget does not exceed \$1,000,000.

### Project Budget

Construction	\$ 55,500
Architectural/Engineering Fees	<u>6,500</u>
TOTAL	<u>\$ 62,000</u>

MOTION: Regent Fisher moved to approve the capital register, 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 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, December 15 and 16, 1999.

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

Register of Personnel Changes for the period of October 16 through November 13, 1999.

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

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

**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 Kennedy 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.**

The Board having voted at least two-thirds majority resolved to meet in closed session beginning at 12:30 p.m. on December 16, 1999, and adjourned therefrom at 2:50 p.m. on that same date.

IOWA BRAILLE AND SIGHT SAVING SCHOOL  
December 15-16, 1999

**ADJOURNMENT.**

The meeting of the Board of Regents, State of Iowa, adjourned at 2:50 p.m. on Thursday, December 16, 1999.

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Frank J. Stork  
Executive Director