

M I N U T E S

BOARD OF REGENTS

MOREHEAD STATE UNIVERSITY

July 18, 1986

The Board of Regents of Morehead State University met for a regular quarterly meeting on Friday, July 18, 1986, at 11 a.m. in the Crager Room of the Adron Doran University Center in Morehead, Kentucky. Chairman Louie B. Nunn presided.

CALL TO ORDER

Chairman Nunn called the meeting to order and Dr. Duncan gave the invocation.

ROLL CALL

The following members were present: Chairman Nunn, Vice Chairman Breathitt, Mr. Aker, Ms. Curry, Dr. Duncan, Ms. Holt, Dr. Lansing, Mr. Seaton, and Mr. Wheeler. Mr. Carr was absent.

Also, Mr. Bob Chenoweth, Legal Counsel, and Mr. Terry Jacobs, newly elected President of the MSU Foundation, were present.

OATH OF OFFICE

Chairman Nunn administered the oath of office to Mr. Carlos Cassady, newly elected Student Government Association President, who will serve as the Student Regent on the Board for the 1986-87 year.

APPROVAL OF MINUTES

Upon motion by Mr. Seaton, seconded by Mr. Wheeler, the minutes of the June 13, 1986, meeting were approved as distributed.

PRESIDENT'S REPORT

Dr. Albright said that his first priority as president since July 1 had been to travel throughout Eastern Kentucky to meet with school superintendents, principals, guidance counselors, elected officials, and alumni for two purposes:

1. To increase the level of confidence in the institution and its ability to serve this area of the state; and
2. To seek to enroll or have admitted to this institution all able, academically qualified students.

Dr. Albright said that he had traveled more than one thousand miles and had been in most of the counties in Eastern Kentucky and would visit the rest by the end of July. There is a great reservoir of support, interest and encouragement in Eastern Kentucky for this institution.

Chairman Nunn said that he had received good reports on what was happening as a result of Dr. Albright's visits in the region and commended him on his efforts.

Mr. Breathitt said that he had been receiving the same reports and was very encouraged.

SPECIAL
RECOGNITION

Chairman Nunn said that on June 16, 1986, Professor George T. Young had presented a gift of \$15,000 to Morehead State University to endow through this gift two \$500 scholarships, one in memory of his mother and the other in memory of Senator Allie Young. He asked that the Secretary prepare a letter of appreciation to be sent to Mr. Young on behalf of the Board.

MANDATORY
FEEDING PLAN

The next item of information pertained to a mandatory feeding plan. Chairman Nunn suggested that this item be looked into very carefully and that it may be an area requiring a special audit to determine the basis for the losses.

(Additional Information attached to these Minutes and marked VI-B)

President Albright presented the following recommendation:

AWARDING OF
DEGREES

RECOMMENDATION: That the Board approve the awarding of degrees to all candidates who have successfully completed all degree requirements as approved by the faculty of the University at the 1986 Summer Commencement on August 2.

MOTION: Mr. Seaton moved, seconded by Mr. Aker, that the recommendation be approved.

VOTE: The motion unanimously passed.

STUDENT
ATTENDANCE
POLICY

President Albright presented the following recommendation:

RECOMMENDATION: That the Board of Regents approve the Student Attendance Policy.

(Student Attendance Policy and Additional Background Information attached to these Minutes and marked VII-A-2)

MOTION: Mr. Seaton moved, seconded by Mr. Wheeler, to approve the recommendation.

Mr. Cassady said that he had spoken with several students and the general feeling was that there would not be a uniform attendance policy across the campus and that the students were being forced to go to class. A lengthy discussion followed.

VOTE: The motion passed with Mr. Cassady voting Nay.

President Albright presented the following recommendation:

EMERITUS
RANK

RECOMMENDATION: That the Board grant Emeritus Rank to the following faculty members:

Professor Thomas Morrison
Professor Louis Magda
Professor Eugene Martin

(Additional Background Information attached to these Minutes and marked VII-A-3)

MOTION: Dr. Duncan moved, seconded by Mr. Seaton, that the recommendation be approved.

VOTE: The motion unanimously passed.

President Albright presented the following recommendation:

AUDITING OF
COURSES

RECOMMENDATION: That the Board of Regents approve the Auditing of Courses Procedure.

(Auditing of Courses Procedure and Additional Background Information attached to these Minutes and marked VII-A-4)

Mr. Cassady moved that the Procedure be amended in line 24 to read, "Changes from credit to audit must also be done prior to midterm." For lack of a second, the motion failed.

MOTION: Dr. Duncan moved, seconded by Mr. Seaton, that the recommendation be approved.

VOTE: The motion passed with Mr. Cassady voting Nay.

President Albright presented the following recommendation:

RECOMMENDATION: That the President be authorized to initiate a university-wide survey for the purpose of developing a comprehensive records retention and disposition plan; and

That the Camden-Carroll Library be responsible for the University Archives.

(Additional Background Information attached to these Minutes and marked VII-A-5)

MOTION: Mr. Aker moved, seconded by Mr. Seaton, that the recommendation be approved.

VOTE: The motion unanimously passed.

President Albright presented the following recommendation:

RECOMMENDATION: That the veterinary technology program be expanded from a two-year to a four-year program maintaining the two plus two pattern.

Further, that the President be authorized to submit the proposal to the Council on Higher Education for consideration.

(Bachelor of Science Degree in Veterinary Technology Proposal and Additional Background Information attached to these Minutes and marked VII-A-6)

UNIVERSITY
ARCHIVES

BACHELOR OF
SCIENCE DEGREE
IN VETERINARY
TECHNOLOGY

President Albright said that the present veterinary technology program is one of only a few that is certified. This addition will put the students in a very enviable position insofar as employment is concerned.

MOTION: Mr. Aker moved, seconded by Ms. Curry, that the program be approved.

VOTE: The motion unanimously passed.

UNIVERSITY
REGIONAL
DEVELOPMENT
SERVICES

President Albright presented the following recommendation:

RECOMMENDATION: That the services provided by the University to various groups and individuals in the region be further developed around the following functions:

Community Development
Economic Development
Cultural Preservation
Educational Development

Further, to carry out these expanded functions, an Office for Regional Development Services be established, effective immediately, to include a director, two coordinators and a secretary.

(Additional Background Information attached to these Minutes and marked VII-A-7)

Dr. Albright said that this recommendation does not drop the functions of the Appalachian Development Center but goes beyond what that vehicle provided in the way of services to the region. It encompasses not only the ADC but it is an attempt to get more of the resources of the University, faculty and staff, into the field and to work on the problems related to the four functions. It is an enlargement or expansion of the University services function. The name has been changed to focus more on the region of Eastern Kentucky and to relate the University to the region.

MOTION: Motion by Mr. Seaton, seconded by Mr. Aker, that the recommendation be approved.

VOTE: The motion unanimously passed.

PERSONNEL
ACTIONS

President Albright presented the following recommendation:

RECOMMENDATION: That the Personnel Actions for the period of June 1, 1986, thru June 30, 1986, be approved.

(Personnel Actions attached to these Minutes and marked VII-B-1)

MOTION: Motion by Mr. Seaton, seconded by Ms. Curry, that the Personnel Actions be approved.

VOTE: The motion passed with Dr. Duncan asking to be disqualified from voting due to a conflict of interest.

CONTRACT
STATEMENT

President Albright presented the following recommendation:

RECOMMENDATION: That the Board ratify the following statement which was affixed to the 1986-87 appointment letters of the Vice Presidents, Deans, Director of Athletics and the Executive Assistant to the President:

"This appointment is subject to the right and authority of the President and Board of Regents of Morehead State University to reassign or transfer the appointee, and/or change or modify duties, services, functions or title during the period of the contract."

MOTION: Mr. Seaton moved, seconded by Mr. Cassady, that the recommendation be approved.

VOTE: The motion unanimously passed.

1986-87 BUDGET
REVISION

President Albright presented the following recommendations:

RECOMMENDATION: That the President be authorized:

1. To reduce the expenditure base of the 1986-87 budget by \$500,000.
2. To make adjustments in the budget that insure strict compliance with appropriation requirements and purposes.

3. To effect reallocations based upon program needs including the release of now vacant positions.

Further, actions taken under this authorization will be subject to subsequent ratification by the Board.

(Additional Background Information attached to these Minutes and marked VII-B-3)

MOTION: Mr. Seaton moved, seconded by Mr. Cassady, that the recommendation be approved.

VOTE: The motion unanimously passed.

1986-87 FISCAL
POLICIES

President Albright presented the following recommendation:

RECOMMENDATION: That effective immediately, all presently vacant regular budgeted personnel positions shall not be filled, or authorized for advertisement until a thorough review of the need for the position has been completed by the President

In order to effectively carry out this policy, the funds for the budgeted but vacant personnel position will immediately be transferred to a control account until the appropriate disposition of the position and the funds can be determined.

(Policy Guidelines and Additional Background Information attached to these Minutes and marked VII-B-4)

MOTION: Motion by Mr. Seaton, seconded by Mr. Cassady, that the recommendation be approved.

VOTE: The motion unanimously passed.

HOUSING
GRANTS

President Albright presented the following recommendation:

RECOMMENDATION: That housing grants be made to prospective as well as currently enrolled students on the basis of need. In an effort to increase the college attendance rate in Morehead State University's primary service region, assist current students experiencing financial difficulty due to declining federal financial aid and to improve the retention rate of currently enrolled students.

(Additional Background Information attached to these Minutes and marked VII-B-5)

MOTION: Mr. Cassady moved, seconded by Mr. Wheeler, that the recommendation be approved.

VOTE: The motion unanimously passed.

NONRESIDENT,
PART-TIME
STUDENT CREDIT
HOUR RATES

President Albright presented the following recommendation:

RECOMMENDATION: That nonresident undergraduate or graduate students enrolled at any of Morehead State University's off-campus graduate instructional centers or weekend colleges be charged the in-state tuition rate.

(Additional Background Information attached to these Minutes and marked VII-B-6)

MOTION: Mr. Seaton moved, seconded by Mr. Cassady, that the recommendation be approved.

VOTE: The motion unanimously carried.

FACULTY
EARLY
RETIREMENT
INCENTIVE
PROGRAM

President Albright presented the following recommendation:

RECOMMENDATION: That an early retirement incentive program for faculty members be adopted, effective immediately. The provisions are provided in VII-B-7 with the following addition to be inserted after the second sentence under the Program section:

"Nine-month faculty teaching the equivalent of a half-time teaching load for an academic year (see PAC 7) qualify for the maximum compensation under this plan (40% of the last contract base salary)."

(Faculty Early Retirement Incentive Program and Additional Background Information attached to these Minutes and marked VII-B-7)

MOTION: Mr. Seaton moved, seconded by Ms. Curry, that the recommendation as amended be approved.

VOTE: The motion unanimously passed.

STAFF EARLY
RETIREMENT
PROGRAM

President Albright presented the following recommendation:

RECOMMENDATION: That an early retirement program for staff members be established, effective immediately. The provisions are provided in VII-B-8 with the following addition inserted under the Program section as the first sentence:

"The negotiated first year salary shall not exceed 40% of the staff member's last base salary. Future salary adjustments will be permitted in accordance with salary distribution guidelines adopted by the institution each year."

(Staff Early Retirement Program attached to these Minutes and marked VII-B-8)

MOTION: Mr. Seaton moved, seconded by Ms. Curry, that the recommendation as amended be approved.

VOTE: The motion unanimously passed.

LIABILITY
INSURANCE

Vice President Dailey reported that the University is continuing to pursue an errors and omissions policy that will provide liability coverage for Board members, administrators and faculty regarding decisions relating to personnel. The existing errors and omissions policy provides coverage only for student-related liability. At this point, two national organizations are considering establishing insurance companies that would serve only higher education, and the eight public institutions in the state are considering self-insurance as a means of providing adequate errors and omissions coverage for its employees.

SUMMER
COMMENCEMENT

Dr. Albright reported that Summer Commencement would be held Saturday, August 2, at 1:30 p.m. in Button Auditorium.

SUMMER
ENROLLMENT

Further, Dr. Albright reported that the first part of the summer session enrollment was up $2\frac{1}{2}$ percent.

PRESIDENTIAL
SEARCH

Governor Breathitt reported that the Search and Screening Committees had met in a joint session earlier today and that 86 applications had been received for the position of President. The Screening Committee met following the joint meeting to make plans for the meeting which will be held in mid-August to go over the applications. As soon as practicable following that meeting, the Screening Committee will submit not less than five names to the Search Committee for further consideration.

NEXT MEETING

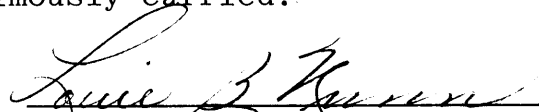
The next meeting of the Board was scheduled for September 19, 1986, at 10 a.m.


INTRODUCTION
OF TERRY
JACOBS

Chairman Nunn introduced Mr. Terry Jacobs, newly elected President of the MSU Foundation, Inc., and expressed appreciation for his many contributions to the University.

ADJOURNMENT

There being no further business, Mr. Seaton moved, seconded by Mr. Aker, that the meeting adjourn at 12:45 p.m. Motion unanimously carried.


Louie B. Nunn, Chairman


Carol Johnson, Secretary

July 18, 1986
VI-A

SPECIAL RECOGNITION

Information

On June 16, 1986, George T. Young presented a gift of \$15,000 to Morehead State University.

Professor Young is a retired faculty member of MSU and desires to endow through this generous gift two \$500 scholarships, one in memory of his mother and the other in memory of Senator Allie Young.

MANDATORY FEEDING PLAN

Information

Morehead State University operates its own food service. Unlike many higher educational institutions, the University does not contract its food services to an external enterprise, nor does the University have a mandatory feeding plan as a requirement for its students. The lack of a mandatory feeding plan (usually requiring residential students to participate in some form of meal or dining purchase) makes it extremely difficult for the management of Food Services to plan.

Through enhanced management procedures installed during the 1985-86 fiscal year, the 1984-85 loss from the operation of the two main cafeterias was reduced by 71 percent. Still the net loss from the operation of the Adron Doran University Center Cafeteria and the Alumni Tower Cafeteria in 1985-86 will approximate \$27,000.

Though other food service enterprises, i.e., vending and concessions, will assist the overall food service operation in a much closer balanced budget, the continuing operation of the two cafeterias, from which 85 percent of sales in Food Services is derived, continues to be a concern.

In an effort to reduce costs in 1986-87, additional measures are being considered. A further reduction in regular staff through attrition is anticipated. We will also continue to increase the use of student labor. The marketing of a Steak House in conjunction with the now optional meal plan and the conversion of the Alumni Tower Cafeteria to a fast food grill will likely increase student participation. We are now in the process of analyzing the effect that a mandatory meal plan might have on revenues in our Food Service operation and will report on these findings at a future Board meeting.

July 18, 1986
VII-A-1

1986 SUMMER GRADUATES

Recommendation

That the Board approve the awarding of degrees to all candidates who have successfully completed all degree requirements as approved by the faculty of the University at the 1986 Summer Commencement on August 2.

STUDENT ATTENDANCE POLICY

Recommendation

That the Board of Regents approve the following policy on student class attendance:

Student Attendance Policy: Prompt and regular class attendance, being essential to the learning experience, is the responsibility of all students. More specific attendance policies may be established by individual course instructors and must be distributed to students in written form during the first week of the session. A copy of the policy will be kept on file by the department chairperson.

Student Absence Procedure: Students missing class because of legitimate reasons must consult with the instructor concerning the absence, preferably beforehand. Legitimate absences do not excuse the student from class responsibilities. Examples of reasons to be excused by the instructor are illness, accident, personal emergency, death in the immediate family, special academic programs, or an authorized university function for which the student's presence is required.

Students who feel that they have been unjustly penalized by an instructor's attendance policy or by the instructor refusing to accept an excuse may follow the academic grievance procedures outlined in the student handbook.

If the instructor has determined that class participation is necessary for the student to meet course objectives, all students will abide by the attendance policy applicable to that course.

Background

The Faculty Senate recommended the establishment of a current policy on student class attendance. The College Deans, the Vice President for Student Development, the Director of the Honors Program and the Vice President for Academic Affairs contributed jointly in the process which resulted in the proposed policy.

July 18, 1986
VII-A-3

EMERITUS RANK

Recommendation

That the Board grant Emeritus Rank to the following faculty members:

Professor Thomas Morrison (retired June 30, 1986)
Professor Louis Magda (retired June 30, 1986)
Professor Eugene Martin (retired June 30, 1986)

Background

All of the above were recommended by the appropriate department chair, dean and the Vice President for Academic Affairs and meet the stated requirements for this particular status.

AUDITING OF COURSES

Recommendation

That the Board of Regents approve the following Auditing of Courses Procedure:

Auditing of Courses: An auditor is one who enrolls and participates in a course without expecting to receive academic credit. The same registration procedure is followed and the same fees charged as for courses taken for credit. An audited course is not applicable to any degree or certificate program. Audit enrollment will not be considered a part of the minimum number of hours required to determine full-time status or normal load. Audit enrollment will be counted in determining overload.

Regular class attendance is expected of an auditor. Other course requirements, which may be obtained in writing from the instructor, will vary depending on the nature of the course. Students interested in auditing a course should contact the instructor and discuss course requirements prior to enrolling. Failure to meet audit requirements for the course may result in the auditor being withdrawn from the course at the request of the instructor with a "WY" (Audit Withdrawal) entry made on the student's transcript. A successful audit will be recorded on the transcript with the designation "Y." Any change from audit to credit must be done by the last day to add a class. Changes from credit to audit must also be done by the last day to add a class. Deadlines for change of registration status are published in the current class schedule. Refunds for withdrawals from audited courses will be prorated on the same basis as refunds for withdrawals from courses taken for credit.

Background

The University Undergraduate Curriculum Committee, in concurrence with the Vice President for Academic Affairs, recommends a change in the present Auditing of Courses Procedure. The change is more explicit and provides instructors an alternative. The change will, however, require faculty to provide those students auditing a course written requirements for the course. The change has been reviewed by the Senate and the Academic Council.

July 18, 1986
VII-A-5

UNIVERSITY ARCHIVES

Recommendation

That the President be authorized to initiate a university-wide survey for the purpose of developing a comprehensive records retention and disposition plan; and

That the Camden-Carroll Library be responsible for the University Archives.

Background

Such a plan will provide for the identification and subsequent preservation of vital University records and the periodic disposition of records of temporary or nonessential value.

**BACHELOR OF SCIENCE DEGREE
VETERINARY TECHNOLOGY**

Recommendation

That the veterinary technology program be expanded from a two-year to a four-year program maintaining the two plus two pattern.

Background

Morehead State University presently offers an Associate of Applied Science degree in Veterinary Technology. Selective admission of well-qualified candidates complete 76 hours of extensive studies in the program, and upon graduation, are in demand throughout Kentucky and the Southeast region of the United States.

Recognizing that advancement through new technology in veterinary medical science is an on-going process, and that new group practices with establishment of modern "state of the art" veterinary hospitals throughout the state of Kentucky, has and is increasing rapidly, the need for further education in the field of Veterinary Technology is evident.

Morehead State University's mission to provide a program of Veterinary Technology in the state of Kentucky that is fully accredited by the American Veterinary Medical Association, and is presently unduplicated in the state, would be enhanced and modernized by the addition of the proposed Bachelor of Science degree program.

(See Appendix VII-A-6)

UNIVERSITY REGIONAL DEVELOPMENT SERVICES

Recommendation

That the services provided by the University to various groups and individuals in the region be further developed around the following functions:

- Community Development
- Economic Development
- Cultural Preservation
- Educational Development

To carry out these expanded functions, an Office for Regional Development Services will be established, effective immediately, to include a director, two coordinators and a secretary.

Background

In keeping with its mission, Morehead State University strives to meet the ever increasing educational needs of the people in its service region at a time when resources are strained. To accomplish this goal, MSU established the Institute for Public Service and Appalachian Development, through which requested services might be made.

In an effort to focus attention on the region, it seems wise to alter the name to reflect this change. The new name, MSU's Office for Regional Development Services, is proposed. This office will be charged with the responsibility to specifically serve Eastern Kentucky.

MSU's Office for Regional Development Services will serve four major functions: (1) Community Development, (2) Economic Development, (3) Culture Preservation, and (4) Educational Development. The director with the help of two coordinators will meet with regional and local boards, public officials, groups and individuals to determine the feasibility and, as appropriate, create such additional services as are needed.

The director will facilitate the delivery of services by utilizing University personnel. Where needed expertise is not presently available, the director will arrange for those services from appropriate outside sources. (Examples of such possible services are found in the addendum.) The operating costs for the Office for Regional Development Services will be covered in the approved 1986-87 budget of Academic Affairs.

EXAMPLES OF PRESENT AND EXPANDED SERVICE POSSIBILITIES

I. Community Development

- A. Training programs for public officials
- B. Improvement of water quality, sewage systems and sanitation, coal waste, reclamation, etc.

II. Cultural Preservation

- A. Preservation of Eastern Kentucky culture through
 - 1. Collecting and displaying folk art, music, writings
 - 2. Appalachian Studies
 - 3. Appalachian Celebration

III. Economic Development

- A. Small Business Development Center
- B. Technology Transfer
- C. Wood Product Replacement
- D. Job Opportunities

IV. Educational Development

- A. Problems Facing Eastern Kentucky
 - 1. Attrition rate of public school children
 - 2. Non-college attendance rate in Kentucky
 - 3. Value of education

July 18, 1986
VII-B-1

PERSONNEL ACTIONS

Recommendation

That the Personnel Actions for the period of June 1, 1986, thru June 30, 1986, be approved.

(See Appendix VII-B-1)

CONTRACT STATEMENT

Recommendation

That the Board ratify the following statement:

"This appointment is subject to the right and authority of the President and Board of Regents of Morehead State University to reassign or transfer the appointee, and/or change or modify duties, services, functions or title during the period of the contract."

Background

The above statement was affixed to the 1986-87 appointment letters of the Vice Presidents, Deans, Director of Athletics and the Executive Assistant to the President.

1986-87 BUDGET REVISION

Recommendation

That the President be authorized:

1. To reduce the expenditure base of the 1986-87 budget by \$500,000.00.
2. To make adjustments in the budget that insure strict compliance with appropriation requirements and purposes.
3. To effect reallocations based upon program needs including the releases of now vacant positions.

Actions taken under this authorization will be subject to subsequent ratification by the Board.

Background

The 1986 General Assembly appropriated \$500,000 to be granted by the Council on Higher Education to Morehead State University if the University's enrollment fell to 4,146 full-time equivalent students. This appropriation is available for one year only.

This "one-shot" sum has been included in the recurring expenditure base of the current 1986-87 budget. Fiscal prudence dictates the removal of this amount from the recurring operating expenditure base and thus to treat the \$500,000 as nonrecurring revenue--which it is.

Moreover, were the University to become eligible for the appropriation, it would mean a reduction in tuition revenue anyway, and the University strongly desires to increase its enrollment.

Regardless, waiting until the 1987-88 budget preparation to make inevitable decisions simply postpones reality and compounds the problem with each passing month.

1986-87 FISCAL POLICIES

Recommendation

That effective immediately, all presently vacant regular budgeted personnel positions shall not be filled, or authorized for advertisement until a thorough review of the need for the position has been completed by the President.

In order to effectively carry out this policy, the funds for the budgeted but vacant personnel position will immediately be transferred to a control account until the appropriate disposition of the position and the funds can be determined.

Policy Guidelines

Another consideration will be the University's intent to make faculty appointments as fixed term contracts. This policy will be followed when practical and in the best interest of the institution. Additional considerations are as follows:

- A. The employment of part-time and temporary faculty or staff to meet unmet needs due to the freeze on regular budgeted positions will not be authorized until all university resources for the reassignment or reallocation of existing personnel is determined to be an inappropriate means for alleviating the staffing need of the affected program. In accordance with university policy, staff members holding faculty rank will first be required to teach in those areas requiring part-time faculty.
- B. Salary credits from vacant positions and other personnel accounts will accrue to the university in accordance with the university's present Operational Guidelines.
- C. Student workshops will be used when possible to help meet the staffing needs in support areas affected by the employment freeze. Allocation of student workshop funds will be to areas needing additional staff and will be used in lieu of temporary part-time employees. The Office of Financial Aid will assess these needs in conjunction with the division heads.
- D. When possible, and without reducing the quality of instruction, allocation of graduate assistants will be made to fill part-time teaching (lecturer) positions. Likewise, the assignment of graduate assistants will be made to support areas having the potential to use graduate assistants in lieu of full-time or part-time regular staff. The Graduate Office will assess these possibilities in conjunction with the division heads.

1986-87 FISCAL POLICIES

Page Two

- E. Budgeted equipment funds will be used as a contingency to help offset potential revenue short-falls and will therefore not be expended until the completion of the fall 1986 registration period.
- F. Faculty teaching workloads, regional teaching and service responsibilities and the demand for these services will be reviewed in conjunction with supplemental faculty compensation in an effort to make better utilization of these funds.
- G. Funds budgeted for financial aid, enrollment incentives, or student labor incentives to include: tuition, scholarships and grants, books and fees, housing scholarships and grants, workshops, graduate assistantships and athletic scholarships, may only be expended for the purpose of financial aid. No budget transfers will be allowed from these accounts for non-scholarship purposes.
- H. Funds in excess of budgeted amounts from special activity projects may be expended to support the program's activities only after an evaluation of the request to expend the funds by the President.

Background

In an effort to respond to changing programmatic needs, as well as the requirement to excise from the budget for future years, the \$500,000 one-time only special state appropriation, it is necessary to institute a series of fiscal restraint policies for the balance of this fiscal year or until it is appropriate to lift the restraints.

HOUSING GRANTS

Recommendation

That housing grants be made to prospective as well as currently enrolled students on the basis of need. In an effort to increase the college attendance rate in Morehead State University's primary service region, assist current students experiencing financial difficulty due to declining federal financial aid and to improve the retention rate of currently enrolled students.

Background

Declining enrollments have also affected housing occupancy levels. The occupancy level in the residence halls for the Fall of 1985 was 71.3 percent, and was one of the factors leading to the closure of three halls for the Fall 1986 semester. In an effort to increase the housing occupancy rate, increase student retention and increase the college attendance rate in MSU's primary service area, a program of housing grants is needed.

The program will be directed at two areas: retention of students by assisting currently enrolled students to continue to meet increasing financial obligations and the recruitment of students to MSU who otherwise might not be attending college in the fall. It is believed this incentive, in terms of a discounted room rental rate, will enable students to continue their college education or begin the pursuit of a higher education. At a time when the college attendance rate in MSU's service area is the lowest in the Commonwealth, this financial program will hopefully be a beginning for many students who otherwise would not consider post secondary degree opportunities.

	<u>Per Semester</u>	<u>Per Year</u>	<u># of Grants</u>
Retention	\$220	\$440	50
Need Based	220	440	50
First Time Freshmen	440	880	100

NON-RESIDENT, PART-TIME STUDENT CREDIT HOUR RATES

Recommendation

That non-resident undergraduate or graduate students enrolled at any of Morehead State University's off-campus graduate instructional centers or weekend colleges be charged the in-state tuition rate.

Background

On June 1, 1983, the Morehead State University Board of Regents approved a policy permitting non-resident undergraduate or graduate students who work in Kentucky to enroll at one of Morehead State University's off-campus graduate instructional centers or weekend colleges at in-state tuition rates. This same policy also permitted non-resident undergraduate or graduate students enrolled at one of Morehead State University's off-campus graduate instructional centers or weekend colleges who did not work in Kentucky to be charged a reduced tuition rate. The program was designed to serve Southern Ohio and Western West Virginia counties and students. The reduced rate was based on a tuition rate that was discounted by \$500 per semester. This was determined by using the \$500 per semester tuition reduction plan available to full-time students from these counties through the MSU Grant Program. The MSU Grant Program was implemented as an aid program primarily for full-time students in the Southern Ohio and Western West Virginia counties. In addition to being a full-time student, the Grant Program also requires that the non-resident student live in university housing. Most students enrolled in our off-campus graduate instructional centers or weekend colleges are of course commuting, part-time students and would otherwise not be eligible for the reduced rate. Though the program has been successful in enabling MSU to serve students in these areas, the cost increases in the non-resident tuition rate since 1983 is imposing financial restraints on these students. It is therefore necessary to adjust the tuition rate to enable students in these areas to continue participation in our programs.

Off-campus centers or weekend college students are to pay the full tuition rate for campus based television, correspondence or direct study courses.

FACULTY EARLY RETIREMENT INCENTIVE PROGRAM

Recommendation

That an early retirement incentive program for faculty members be adopted, effective immediately, with the following provisions:

Purpose: To provide regular full-time faculty and regular full-time academic administrators eligible for retirement under the Kentucky Teachers Retirement System an opportunity to retire earlier than the age required to qualify for Social Security benefits or the mandatory age of retirement from the university; but continue in a part-time teaching or other capacity with the university.

Eligibility: Any faculty member or academic administrator eligible for retirement under either the regular Kentucky Teachers' Retirement System or Kentucky Employees' Retirement System may apply for early retirement. Request to take early retirement by eligible regular full-time faculty and regular full-time academic administrators must be submitted by September 1 if retirement is to be effective December 31 and by March 1 if retirement is to be effective June 30. A request to retire early is to be made by the retiring member directly to the requesting member's department chair in which he/she holds academic rank. A decision on whether to grant the early retirement request will be made by the appropriate academic administrators (Department Chair, Dean and Vice President for Academic Affairs) and will be based upon the staffing needs (present and future) of the affected department. If early retirement does not adversely affect the academic function of the department or Division of Academic Affairs, then upon a favorable recommendation of the department chair, dean and Vice President for Academic Affairs, the President may recommend final approval to the Board of Regents at the next scheduled meeting of the Board. Prior to the recommendation to the President, a fixed term contract not to exceed four years will have been negotiated between the faculty member and the university, the provisions of which should mutually meet the needs of the contracting parties, which contract to become binding must be recommended by the President and approved by the Board of Regents.

Program: Under the early retirement program as permitted by KTRS, the faculty member has the opportunity to teach a minimum of six and a maximum of twelve semester hours per fiscal year (July 1 - June 30). For each credit hour taught, compensation shall be at a rate of 3.33

FACULTY EARLY RETIREMENT INCENTIVE PROGRAM
Page Two

percentage of the retiring member's last base salary. Twelve month academic administrators will have their salary converted to a 9-month basis in accordance with PAC 23 as approved by the Board of Regents on June 13, 1986, before the 3.33 percentage rate per credit hour is applied. The faculty member's base salary from which to calculate the 3.33 percentage will increase in accordance with salary distribution guidelines adopted by the institution each year. During the early retirement period, the retired faculty member may elect to purchase life insurance from the university life insurance carrier under the university's group plan. Single and family health insurance may also be purchased at the group rate; however, the Office of Personnel Services and Budget Office will annually review the decision to continue to offer health and life insurance as a part of the early retirement plan. Year to year continuation of the health and life plan for faculty in the early retirement program is contingent upon budgetary impact.

Retired faculty teaching under the provision of this plan may retain the appropriate faculty rank from which they retire but do not retain faculty voting rights in their academic department. Nor will the retired faculty member be eligible for promotion or sabbatical leave as outlined in PAC 2 and 17.

This special employment faculty appointment category carries with it the expectations, duties, and responsibilities of a faculty position. Sick leave will be permitted in accordance with PAC 4, office space will be made available and library and special purchase privileges (bookstore, athletic tickets, etc.) will be available in accordance with University policies and procedures. The faculty member's performance will also be evaluated utilizing the same evaluation instrument as used to evaluate regular faculty. This special appointment category carries with it no less responsibility for classroom performance, attendance, and professional ethics and responsibilities than that of regular faculty, and will be governed by the University Personnel Policies with the exceptions as defined previously.

Faculty opting for early retirement are given priority in receiving summer teaching assignments during the summer before the year of retirement.

Faculty must retire fully from the university in accordance with current Personnel Policy at age 70.

Background

The University's Faculty Senate has recommended that an early retirement plan be established and has provided a report on which the above recommendation is based.

Some faculty members have expressed interest in taking early retirement and a program such as the one recommended offers advantages to both an eligible faculty member and the University.

This program does not carry automatic participation. Each applicant case is considered on the basis of such factors as eligibility, University resources, and needs of the faculty member's department.

STAFF EARLY RETIREMENT PROGRAM

Recommendation

That an early retirement program for staff members be established, effective immediately, with the following provisions:

Purpose: To provide regular full-time staff eligible for retirement under the Kentucky Employee or Kentucky Teachers' Retirement System an opportunity to retire earlier than the age required to qualify for social security benefits or the mandatory age of retirement from the university; but continue in a part-time support capacity with the university.

Eligibility: Any staff member eligible for retirement under the regular Kentucky Retirement Systems may apply for early retirement. A request to take early retirement is to be made by the staff member directly to the requesting member's supervisor. A decision on whether to grant the early retirement request will be made by the appropriate supervisors (director, department chair, dean, vice president), and will be based upon the staffing needs, present and future, of the affected office. If early retirement does not adversely affect the function of the office, then upon a favorable recommendation of the appropriate supervisors, the President may recommend final approval to the Board of Regents at the next scheduled meeting of the Board. Prior to the recommendation of the President, a fixed term contract not to exceed four years will have been negotiated between the staff member and the university, the provision of which should mutually meet the needs of the contracting parties.

Program: During the early retirement period, the retired staff member may elect to purchase life insurance from the university life insurance carrier under the university's group plan. Single and family health insurance may also be purchased at the group rate; however, the Office of Personnel Services and the Budget Office will annually review the decision to continue to offer health and life insurance as a part of the early retirement plan. Continuation of the health and life plan for staff in early retirement is contingent upon budgetary impact.

This special appointment category carries with it the expectations, duties, and responsibilities of a part-time position. Sick leave will be permitted in accordance with the University personnel policies, office space will be made available and library and special purchase

STAFF EARLY RETIREMENT PROGRAM

Page Two

privileges (bookstore, athletic tickets, etc.) will be available in accordance with University policies and procedures. The staff member's performance will also be evaluated utilizing the same evaluation instrument as used to evaluate regular staff. This special appointment category carries with it no less responsibility for performance, attendance, and professional ethics and responsibilities than that of a regular employee, and will be governed by the University Personnel Policies with the exceptions as defined previously.

Staff must retire fully from the university in accordance with current personnel policy at age 70.

July 18, 1986
VII-A-6

COLLEGE OF APPLIED SCIENCES AND TECHNOLOGY

DEPARTMENT OF AGRICULTURE AND NATURAL RESOURCES

VETERINARY TECHNOLOGY PROGRAM

BACHELOR OF SCIENCE DEGREE PROPOSAL

VETERINARY TECHNOLOGY PROGRAM
BACHELOR OF SCIENCE DEGREE PROPOSAL

<u>CONTENTS</u>	<u>PAGE NUMBER</u>
I. Mission, Influence, Organization.	1
II. Program Description.	2
2.01 Curriculum.	3-5
Recommended New Course VET 440 Veterinary Anesthesiology.	6-7
Recommended New Course VET 450 Veterinary Clinical Pathology.	8
Recommended New Course VET 470 Vet. Hospital Management.	9
Recommended New Course VET 490 Veterinary Seminar.	10
2.02 Didactic/Clinical Relationship.	11
2.03 Accreditation/Certification.	11
2.04 Admission Criteria/Standards/Procedures.	11
2.05 Objectives/Evaluation Scheme.	12
2.06 Advisory Committee.	12
2.07 Plans for Articulation/Transfer Cooperation.	13
III. Supportive Data.	13-14
3.01 Manpower Requirements.	13
3.02 Similar Programs in Kentucky.	13
3.03 Comparative Programs in Other States.	13
3.04 Student Demand.	13-14
3.05 Evaluation Results of Related Programs.	14
3.06 Anticipated Issues/Trends.	14
IV. Resources.	14-18
4.01 Resources Required	
a. Facilities.	14
b. Library.	15-17
c. Faculty.	18

V. Appendix.	19-32
A. ACRL Evaluation of Quantity of Holdings-Camden Carroll Library.	19
B. Association of College and Research Libraries Formula B.	20
C. Association of College and Research Libraries Formula C.	21
D. Periodical Holdings.	22
E. Faculty Vitae.	23-27
F. Form 1 Student Data Summary.	28
G. Form 2 & 2A Departmental Expenditures for the Program.	29-30
Budget Justification.	31
H. Form 3 Amount and Source of Revenue.	32
I. Revised Departmental Expenditure for Proposed Bachelor of Science Degree Veterinary Technology - July 3, 1986	33

VETERINARY TECHNOLOGY PROGRAM
BACHELOR OF SCIENCE DEGREE PROPOSAL

I. MISSION, INFLUENCE, ORGANIZATION

1.01 Consistency With Mission

Morehead State University presently offers an Associate of Applied Science degree in Veterinary Technology. Selective admission of well-qualified candidates complete 76 hours of extensive studies in the program, and upon graduation, are in demand throughout Kentucky and the Southeast region of the United States.

Recognizing that advancement through new technology in veterinary medical science is an on-going process, and that new group practices with establishment of modern "state of the art" veterinary hospitals throughout the state of Kentucky, has and is increasing rapidly, the need for further education in the field of Veterinary Technology is evident.

• Morehead State University's mission to provide a program of Veterinary Technology in the state of Kentucky that is fully accredited by the American Veterinary Medical Association, and is presently unduplicated in the state, would be enhanced and modernized by the addition of the proposed Bachelor of Science degree program. The addition of a four year degree program in Veterinary Technology compliments the long range instruction plan for the Department of Agriculture and the College of Applied Sciences and Technology.

1.02 Internal/External Influences

a. The continuing decline in the Kentucky and United States agricultural economy has precipitated a state-wide decrease in the student enrollment in agricultural programs, even though the projected need for graduates in agriculture is well documented. The veterinary medical and technology programs continue to have more qualified applicants than can be accommodated by the existing programs. The proposed program would be responsive to the needed increase in enrollment in agriculture and general education courses at Morehead State University, and provide additional graduates in agriculture for the local, regional, and state needs.

b. Thirty percent of the graduates in the present two year associate degree program of Veterinary Technology continue their education in the bachelor's degree programs of agriculture and biological sciences. The change of area of concentration requires the present associate degree candidate to complete an excessive number of credit hours to qualify for a bachelor's degree. With the addition of the proposed bachelor's degree program in Veterinary Technology, the AAS degree holder could receive sufficient credit hours to qualify for the proposed bachelor's degree after completing four additional semesters of study.

c. The Veterinary Technology teaching hospital, located on the 350 acre Morehead State University farm is a teaching facility unduplicated in the state. Facilities presently allow for the housing and caring of adequate numbers of small and laboratory animals for both the associate and bachelor's degree programs.

The availability of animal species housed at the university farm gives easy access to the program for hands-on experience by students with horses, cattle, swine, sheep, and poultry.

The development of a referral hospital for Eastern Kentucky veterinary practitioners by the faculty and staff of the Veterinary Technology Program has increased the case load for the teaching hospital so that students in the two and proposed four year program can have access to "real cases" for technological study.

1.03 Relationship to University Organizational Structure

The proposed Bachelor of Science degree program, structured as an area of concentration in Veterinary Technology in the Department of Agriculture and Natural Resources, would be in the College of Applied Sciences and Technology.

II. PROGRAM DESCRIPTION

2.01 Curriculum

a. A description of the curriculum of the proposed program indicated in a semester by semester sequence of courses taken by a typical student to complete the program is on the following page.

b. The required courses are designated with an asterisk on pages three and and five.

**PROPOSED REQUIREMENTS FOR AN AREA OF CONCENTRATION
IN VETERINARY TECHNOLOGY**

The student must complete 74 semester hours in the area of Veterinary Technology. Fifty nine hours are completed through the associate degree program, which has a limited enrollment, and requires special selective admission. Fifteen additional hours of advanced courses in Veterinary Technology are recommended for the Bachelor of Science degree.

Required Courses in Veterinary Technology	Semester Hours
VET 102-Introduction to Veterinary Technology	3
VET 105-Anatomy of Domestic Animals	3
VET 106-Animal Science and Breeds Identification	3
VET 107-Laboratory Techniques I	3
VET 206-Physiology of Domestic Animals	3
VET 208-Laboratory Techniques I	3
VET 210-Parasitology and Entomology	2
VET 215-Clinical Practices I	2
VET 220-Clinic Rotation I	3
VET 221-Clinic Rotation II	1
VET 308-Laboratory Techniques III	3
VET 315-Clinical Practices II	2
VET 333-Small Animal Diseases and Nutrition	2
VET 339-Pharmacology for the Vet. Tech.	3
VET 340-Radiology	3
VET 346-Large Animal Diseases and Nutrition	3
VET 350-Laboratory Animal Medicine	2
VET 222-Clinic Rotation III	3
VET 360-Preceptorship	12
Proposed Advanced Veterinary Technology Courses	
*VET 440-Veterinary Anesthesiology	4
*VET 450-Veterinary Clinical Pathology	3
*ADM 363 Office Management	3
*VET 470-Veterinary Hospital Management	4
*VET 490-Veterinary Seminar	1
	<u>74</u>

In addition to the 74 hours of Veterinary Technology courses, 44 semester hours of required General Education courses and 12 hours of electives must be completed.

Required Veterinary Technology Courses Associate Degree	59
Required General Education Courses Associate Degree	17
Required Advanced Vet. Tech. courses Proposed Bachelor's Degree	15
Required General Education courses Proposed Bachelor's Degree	27
Electives	12
	<u>130</u>

VETERINARY TECHNOLOGY
ASSOCIATE OF APPLIED SCIENCE DEGREE PROGRAM
REQUIRED COURSE SEQUENCE

<u>1st Semester</u>	<u>Instructor</u>	<u>Semester Hours</u>
VET 102-Intro. To Vet. Tech. (2-3-3)	Trent	3
VET 105-Anatomy of Domestic Animals (2-2-3)	Krakoff	3
VET 106-Animal Science and Breed Ident. (2-2-3)	Trent	3
VET 107-Laboratory Techniques I (2-2-3)	Krakoff	3
ENG 101-English Composition I (3-0-3)		3
MATH 135-Math for Tech. Students (3-0-3)		3
		<hr/> 18
 <u>2nd Semester</u>		
VET 220-Clinic Rotation I (0-6-3)	Krakoff, Trent, Rundell	3
VET 215-Clinical Practices I (1-3-2)	Trent	2
VET 206-Physiology of Domestic Animals (2-3-3)	Krakoff	3
VET 208-Laboratory Techniques II (2-3-3)	Krakoff	3
VET 340-Radiology (2-3-3)	Rundell, Trent	3
CHEM 100-Basic Chem. (3-0-3)		3
		<hr/> 17
 <u>Summer I</u>		
VET 308-Laboratory Techniques III (2-2-3)	Rundell	3
VET 350-Laboratory Animal Medicine (2-0-2)	Trent	2
VET 221-Clinic Rotation II (0-6-1)	Applegate, Krakoff	1
		<hr/> 6
 <u>Summer II</u>		
VET 210-Parasitology (2-0-2)	Krakoff	2
VET 339-Pharmacology (2-2-3)	Applegate, Rundell	3
PhEd-Elective (0-2-1)		1
		<hr/> 6
 <u>3rd Semester</u>		
VET 222-Clinic Rotation III (0-6-3)	Rundell	3
VET 315-Clinical Practices II (1-3-2)	Applegate	2
VET 333-Small Animal Diseases & Nutr. (2-0-2)	Rundell	2
VET 346-Large Animal Diseases & Nutr. (3-0-3)	Applegate	3
ENG 192-Technical Composition (3-0-3)		3
SPCH 110-Basic Speech (3-0-3)		3
CHEM 100A-Basic Chemistry Lab (0-2-1)		1
		<hr/> 17
 <u>4th Semester</u>		
VET 360-Preceptorship (0-40-12)	Applegate	12
		<hr/> 76 hours

**VETERINARY TECHNOLOGY
BACHELOR OF SCIENCE DEGREE PROPOSAL**

Prereq.: Satisfactory completion of the first 2 years of the Veterinary Technology Program at Morehead State University or equivalent.

Sample Course Sequence

<u>Fall-5th Semester</u>	<u>Instructor(s)</u>	<u>Semester Hours</u>
*VET 440-Veterinary Anesthesiology (2-4-4)	Applegate, Rundell	4
*CHEM 201-Survey of Organic Chem. (3-0-3)		3
*CHEM 201A-Survey of Organic Chem. Lab. (0-2-1)		1
Social Science Econ Elective		3
Social Science Econ Elective		3
		<u>14</u>
<u>Spring-6th Semester</u>		
*VET 450-Veterinary Clinical Pathology (2-2-3)	Rundell, Krakoff	3
BIO-Elective (105 or Higher)		3
Elective		3
Social Science Econ Elective		3
Humanities Elective		3
		<u>15</u>
<u>Fall-7th Semester</u>		
*OADM 363 Office Management (3-0-3)		3
ENG 202-Intro. to Literature (3-0-3)		3
Social Science Econ Elective		3
Elective		3
		<u>12</u>
<u>Spring-8th Semester</u>		
*VET 470-Veterinary Hospital Management (2-4-4)	Applegate, Rundell	4
*VET 490-Seminar (1-0-1)	Applegate, Rundell	1
Health Elective		2
Elective		3
Elective		3
		<u>13</u>
Meets requirements Bachelor of Science Degree		54 hours
Total		130 hours

COLLEGE OF APPLIED SCIENCES AND TECHNOLOGY

RECOMMENDED NEW COURSE

The Agriculture and Natural Resources Department recommends that a new course be added as follows:

VET 440. Veterinary Anesthesiology. (2-4-4);1.

Proposed Hegis Number:

PREREQUISITES: VET 339

COURSE DESCRIPTION: Advanced study of the skills of administration of anesthesia to small, large, and laboratory animals.

TEXT: An outline of Veterinary Anesthesia-William W. Muir, III, D.V.M., Ph.D. William W. Muir, Editor and publisher. 1986. Cost \$20.00.
Food-Animal Regional Anesthesia-R. G. Elmore, D.V.M., M.S.; Veterinary Medicine Publishing Co., 1981. Cost \$10.00

FACILITIES AND EQUIPMENT: Existing lecture room, small and large animal surgery rooms, and the anatomy laboratory. Small and large animal anesthesia machines. Small and large animal surgery tables.

FACULTY: Donald L. Applegate, D.V.M., and Scott Rundell, D.V.M.

DESCRIPTION OF COURSE: Emphasis is placed on the practical clinical administration of anesthesia, monitoring of the anesthetized patient, and recovery from surgical anesthesia, with post-operative care.

TOPICS AND TIME: Study of Administration of preanesthetics: 4 lectures, 2 labs
Administration of anesthetic gases: 4 lectures, 2 labs
Monitoring of patient during general anesthesia: 4 lectures, 2 labs
Post-operative care of patient following general anesthesia: 2 lectures, 2 labs
Study of regional anesthesia: 2 lectures, 1 lab
Post-operative care following regional anesthesia: 2 lectures, 1 lab
Total: 30 lectures, 16 labs (4 hour)

JUSTIFICATION: Anesthesiology has become the duty of the technician in most veterinary hospitals. The Veterinary Surgeon has delegated the responsibility of anesthesiology to the competent veterinary technician. VET 339. Pharmacology for the Veterinary Technician does not provide sufficient study time for the technician to become competent in anesthesiology. The proposed new course will provide lecture and laboratory time for the student to develop competency through "hands on" experience in anesthesiology.

There are no courses presently offered with similar content. Veterinary Anesthesiology has an interdisciplinary characteristic with Pharmacology for the Veterinary Technician.

VET 440 (continued)

ENROLLMENT PREDICTION:

First year: 15
Second year: 20
Third year: 20
Fourth year: 20
Fifth year: 20

The recommended new course will have minimal effect on other university programs.

COLLEGE OF APPLIED SCIENCES AND TECHNOLOGY

RECOMMENDED NEW COURSE

The Agriculture and Natural Resources Department recommends that a new course be added as follows:

VET 450. Veterinary Clinical Pathology (2-2-3);11.

PROPOSED HEGIS NUMBER:

PREREQUISITES: VET 107, VET 208, VET 308

COURSE DESCRIPTION: An advanced course in veterinary clinical pathological technique.

TEXT: Microbiology for the Allied Health Professions-Adrian N. C. DeLaat, published by Lea & Febiger, third edition, 1984. Cost \$35.00.
Veterinary Clinical Pathology-Coles, published by W.B. Saunders, 1986. Cost \$39.95

FACILITIES AND EQUIPMENT: Existing lecture room, and laboratory of the Veterinary Technology Teaching Hospital.

FACULTY: Scott Rundell, D.V.M., and Barbara Krakoff, A.T.

DESCRIPTION OF COURSE: Emphasis is placed on collecting, preparing, evaluating, and recording clinical specimens as they relate to the practice of veterinary medicine.

TOPICS AND TIME:

Collection, Preparation and Evaluation of Microbiological Specimens: 8 lectures, 4 labs.

Collection, Preparation and Evaluation of tissue samples for Pathological Examination: 8 lectures, 4 labs.

Study and use of clinical pathology test kits for liver function, kidney function, seriological and immuniological analysis: 8 lectures, 4 labs.

Postmortum methodology and sample collection for veterinary clinical pathological diagnosis: 6 lectures, 4 labs.

Total: 30 lectures, 16 labs. (2 hour)

JUSTIFICATION: The recommended new course will provide the student with sufficient study and "hands on" experience for competency in the clinical pathology laboratory. The advanced course will continue in detail the prerequisite courses studied in the Associate Degree Program.

There are no courses presently offered with similar content. Veterinary Clinical Pathology has an interdisciplinary characteristic with Laboratory Techniques I, II, III.

ENROLLMENT PREDICTION:

First year: 15

Second year: 20

Third year: 20

Fourth year: 20

Fifth year: 20

The recommended new course will have minimal effect on other university programs.

COLLEGE OF APPLIED SCIENCES AND TECHNOLOGY

RECOMMENDED NEW COURSE

The Agriculture and Natural Resources Department recommends that a new course be added as follows:

VET 470. Veterinary Hospital Management. (2-4-4); 11.

Proposed Regis Number: VET 470

PREREQUISITES: OADM 363

COURSE DESCRIPTION: A course designed to include all areas of veterinary hospital management.

TEXT: Veterinary Practice Management-Gallagher & Leininger, published by W. B. Saunders 1986. New

FACILITIES AND EQUIPMENT: Existing lecture room and the veterinary technology hospital.

FACULTY: Donald L. Applegate, D.V.M., and Scott Rundell, D.V.M.

DESCRIPTION OF COURSE: Emphasis is placed on day-to-day management problems which arise in a veterinary clinic; including pharmacy, personnel management, data processing skills, and animal supervision.

TOPICS AND TIME:

Veterinary Hospital Pharmacy Management: 8 lectures, 4 labs

Veterinary Client Management: 8 lectures, 4 labs

Veterinary Hospital personnel management: 8 lectures, 4 labs

Veterinary Hospital Equipment procurement and maintenance: 6 lectures, 4 labs

Total: 30 lectures, 16 labs (4 hour)

JUSTIFICATION: Veterinary hospital management presently does not exist as a structured course of study in a university curriculum. The Veterinary technician, with advanced training in the field of management, is the most knowledgeable professional to advance into the role as hospital manager. The recommended new course in Veterinary Hospital Management will introduce the Veterinary Technician to management skills and qualify the technician to seek a management role in the Veterinary profession.

There are no courses presently offered with similar content. Veterinary Hospital Management has an interdisciplinary characteristic with the proposed new course Veterinary Office Management.

ENROLLMENT PREDICTION:

First year: 15

Second year: 20

Third year: 20

Fourth year: 20

Fifth year: 20

The recommended new course will have minimal effect on other university programs.

COLLEGE OF APPLIED SCIENCES AND TECHNOLOGY

RECOMMENDED NEW COURSE

The Agriculture and Natural Resources Department recommends that a new course be added as follows:

VET 490. Seminar (1-0-1); 11.

PROPOSED HEGIS NUMBER:

PREREQUISITES: VET 440, VET 450, VET 460

COURSE DESCRIPTION: Identification of issues reflected in the current technical and professional veterinary literature with continued understanding of the role and function of the paraprofessional.

TEXT: Not applicable.

FACILITIES AND EQUIPMENT: Existing lecture room and Veterinary Technology library.

FACULTY: Donald L. Applegate, D.V.M., and Scott Rundell, D.V.M.

DESCRIPTION OF COURSE: Lecture will present current problems and issues of the paraprofessional's role in the Veterinary Medical Field. Oral presentation of a literature search on assigned subjects of interest by student participants will be required. Guest lecturers on subjects of particular interest will be included.

JUSTIFICATION: The recommended new course will provide an opportunity for the student to better understand the relationship of the paraprofessional to the practice of Veterinary Medicine.

There are no courses presently offered with similar content.

ENROLLMENT PREDICTION:

First year: 15
Second year: 20
Third year: 20
Fourth year: 20
Fifth year: 20

The recommended new course will have minimal effect on other university programs.

2.02 Didactic/Clinical Relationship

a. The Clinical/experiential component part of the curriculum is taught in clinic rotations starting with the second semester and continuing through the summer and fall semesters.

Clinic Rotation consists of 90 hours per semester of supervised "hands on" experience with hospital cases throughout the large and small animal teaching hospital. Clinic Rotation I consists of 90 hours of supervised Clinical experience in veterinary clinical pathology, office management, and surgical assisting. Clinic Rotation II provides 90 hours of supervised clinical experience in pharmacy management, anesthesia administration and surgical assisting. Clinic Rotation III provides 90 hours of supervised clinical experience in large animal surgical assisting, herd preventive medicine and regulatory control procedures. All Clinics integrate into the lecture and laboratory classes taught throughout the curriculum.

b. The Veterinary Technology teaching hospital is used as the major clinical site for the program. Weekend observation in two area veterinary hospitals is recommended on a voluntary basis. 90 Clinical hours receives 3 hours of credit.

c. The student-faculty FTE ratio for the didactic component is 1:15 and the student-faculty head count ratio for the clinical/laboratory component is 1:5.

d. The coop/practicum consists of a preceptorship of 14 weeks (600 hours) of supervised work experience with selected graduate licensed veterinarians throughout Kentucky and the surrounding States. Weekly written reports by the student, supervisor evaluation reports and visitation by the Program Coordinator, monitor the students progress. A two week seminar at the completion of the supervised work experience is conducted upon return to the Morehead State University Campus.

The availability of preceptor locations is more than adequate to supply the students needs within 100 miles of the campus.

2.03 Accreditation/Certification

The American Veterinary Medical Association accredits the 60 approved programs of Animal Technology in the U.S. and Canada. On site inspection of the program is made by the accrediting team every two years. Annual interim reports are required by the American Veterinary Medical Association for annual accreditation. Morehead State University's Veterinary Technology Program has been fully accredited since 1977.

2.04 Admission Criteria/Standards/Procedures

a. Admission to the Morehead State University Veterinary Technology Program is based upon five selection criteria that are more specific than the institution-wide admission. They are:

1. ACT composite score of 15 or better.
2. Top 1/3 of the high school graduating class.
3. Three months work experience in animal care.
4. College GPA of 2.5 or better.
5. Personal interview with the coordinator of the program.

b. No provisions are made for advanced placement.

2.05 Objectives/Evaluation Scheme

a. The Program Objectives are to provide competent para professionals that can benefit and enhance the practicing veterinary profession throughout Kentucky and the Southeast. Graduate follow-up and job placement as well as evaluation of the preceptorship will be the evaluation scheme for the program.

b. The graduate of the Veterinary Technology Program will be competent in Anesthesiology, Pharmacology, Radiologic Technology, Surgical Assisting, Animal Housing and Feeding, Veterinary Office Management, Veterinary Clinical Pathology, and Veterinary Hospital Management. The graduate will be evaluated by taking the Animal Technician National Board Examination which is the registration requirement in the State of Kentucky and other states.

2.06 Advisory Committee

The Advisory Committee for the Morehead State University Veterinary Technology Program is comprised of veterinary practitioners, registered animal technicians, college faculty, a lay advisor, and a student currently enrolled in the program. The following is the current Advisory Committee:

Dr. Frank Brown-mixed practitioner
Dr. Bruce Catlett-small animal practitioner
Dr. Ralph Derrickson-mixed practitioner
Dr. Edward S. Ford, Jr.-State senator and mixed practitioner
Dr. Richard Fuchs-small animal practitioner
Dr. Rodney Gross, Jr.-mixed practitioner
Dr. Newell Hicks-equine practitioner
Dr. William Holbrook-mixed practitioner
Dr. Michael McDonald-State veterinarian
Dr. Louis Newman-Director of the Central Ky. Diagnostic Laboratory
Dr. D. L. Proctor, Jr.-President of the A.V.M.A. & equine practitioner
Dr. John Moran-mixed practitioner
Dr. L. S. Shirrell-small animal practitioner
Dr. Harley H. Sutton, Sr.-equine practitioner
Mr. Glennis Fraley-lay advisor
Miss Heidi Murray-registered animal technician
Miss Mary Ann Rombold-registered animal technician
Miss Cindy Royse-registered animal technician
Miss Elizabeth Hughs-student representative
Dr. Charles M. Derrickson-Dean of Agriculture & Natural Resources
Dr. Judy Willard-Department Head of Agriculture & Natural Resources
Dr. Donald Applegate-Coordinator of Veterinary Technology & lg. animal practitioner
Dr. Scott Rundell-assistant professor & small animal practitioner of Vet. Tech.
Miss Barbara Krakoff-instructor & animal technician of Veterinary Technology
Mrs. Vivian Trent-instructor & animal technician of Veterinary Technology

The Advisory Committee has taken an active role in the development of the bachelor degree program. The Committee has suggested curriculum changes at the 1984 and 1985 meetings that would strengthen the program. The pros and cons of need for bachelor's degree graduates in the veterinary profession have been discussed on numerous occasions in the past two years with the committee. The committee unanimously supported the development of a bachelor's degree program at the April 1985 meeting.

2.07 Plans for Articulation/Transfer Cooperation

a. Similar programs of Veterinary Technology are not offered in Kentucky Universities.

b. Transfer students from programs of Veterinary technology throughout the U.S. expressed interest in continuing their education at Morehead State University when the Bachelor of Science degree program is implemented. Presently of the 60 accredited programs of Veterinary Technology throughout the U.S. and Canada, only two have bachelor's degree programs. Fairmont State College in West Virginia implemented a Bachelor of Science degree program in 1982 with emphasis on office management. Harcum Junior College in Pennsylvania has implemented, in 1985, a Bachelor of Science degree program, similar to the proposed program for Morehead State University.

III. SUPPORTIVE DATA

3.01 Manpower Requirements

a. The proposed program is designed to prepare students primarily for the state of Kentucky market, however, being the only program in the Southeast at this time the regional market looks promising.

b. General employment prospects for graduates of the proposed program have been studied by the Veterinary Technology faculty over the 1984-86 years. Job opportunities are collected and tabulated and mailed to graduates of the program on a monthly basis. Job opportunities have been received at approximately 3:1 ratio per graduate of the program during the two year interim. Approximately 1/3 of the job opportunities received require or prefer a Bachelor of Science degree for employment.

Salary range varies with level of education. The associate degree mean starting salary range is presently \$11,000 to \$13,000. The mean starting salary for Veterinary Technicians with a Bachelor of Science degree range is \$16,000 to \$20,000.

Approximately one half of the collected job opportunities are in the state of Kentucky and one half in other states throughout the nation. No other programs have tested the market for Bachelor of Science degree graduates due to their recent implementation of their programs.

3.02 Similar Program in Kentucky

a. There are presently no similar programs that are accredited in Kentucky.

3.03 Comparative Programs in Other States

a. No benchmark institutions now have available a similar program.

3.04 Student Demand

a. The projected full time head count enrollment in the proposed program for the Fall Semester of each of the first five years is as follows:

Fall 1987: 15
Fall 1988: 35
Fall 1989: 40
Fall 1990: 40
Fall 1991: 40

No part time, evening, or weekend students are anticipated.

d. The above projections were determined by surveying the recent associate degree graduates of the program and by evaluating the interest shown by interested graduates of other associate degree programs throughout the U.S.

e. The estimated number of students drawn from existing programs within the institution in the fifth year of the program is five. The net increase in institutional enrollment in the fifth year is 35 students.

f. The number of graduates from the program during each of the first five years is projected as follows:

Spring 1987: 0
Spring 1988: 12
Spring 1989: 18
Spring 1990: 18
Spring 1991: 18

3.05 Evaluation Results of Related Programs

a. The proposed program does relate to the Associate Degree program presently being taught and continues an in-depth study of Veterinary Anesthesiology, Veterinary Clinical Pathology, Veterinary Clinical Office Management, and Veterinary Hospital Management.

b. See attached Form I.

3.06 Anticipated Issues/Trends

Veterinary Technology, a recently established paraprofessional field is being recognized by the veterinary profession on an ever increasing basis as an important part of modern veterinary practice. New group practices with the establishment of modern "State of the Art" veterinary hospitals throughout the state, has and is increasing rapidly. The veterinary technician is playing an important role in the diagnostic, nursing, and management portions of modern veterinary practices.

The present Associate Degree program of study for the modern veterinary technician is inadequate in many instances to meet the demand of the profession for hospital management and advanced paraprofessional needs. It is anticipated that this trend is on going and the proposed program will be in demand to meet the needs of the veterinary profession.

IV. RESOURCES

4.01 Resources Required

a. Facilities

1. The present Veterinary Technology Teaching Hospital will be the primary teaching facility utilized by the proposed program. No major renovation or con-

RESOURCES REQUIRED

b. Library

- (1) Provide a statement by the librarian concerning the availability of current and proposed library resources.

The veterinary technician or animal technician students have access to a library with over a half-million volumes in the collection, a periodical collection of over two thousand current subscriptions, an online library information system with over two hundred forty databases, in an attractive environment of over ninety-two thousand square feet of net assignable space serviced by a staff of forty-three. The veterinary technicians have freedom of access to all departments in the library. Since the Camden-Carroll Library is departmentalized by function and format instead of by subjects, the animal technician will check out and/or use periodicals in the periodical department; reserve books will be checked out from the reserve shelf; audio-visual media will be checked out/or used in the Access Center and Learning Resources Center; reference books will be used in the reference department; microforms will be used in the microtext department; government documents will be used in the selective depository library or checked out for circulation.

The Dewey Decimal System is used to classify the materials on the online cataloging subsystem of OCLC vended through the Southeastern Library Network (SOLINET). Many of the monographs for the technicians are located in the number 636.089. Books of an interdisciplinary nature and others may be found by using the card catalog located on the second floor of the library. The books that can circulate to the animal technicians are located on second floor C of the library. They may be checked out for a period of three weeks and renewed for a period of three weeks unless no one else has asked for the book.

The library also permitted the teaching faculty in this program to check out materials for the Veterinary Technology Conference Room Library at the Derrickson Agricultural Complex. Other materials are located in the Autotutorial Laboratory located in Reed Hall on the main campus. These adjunct libraries are laboratories for materials to assist the faculty member in the teaching process. It is a core library for quick reference.

New acquisitions will be purchased to support the basic programs as well as the four new courses proposed which are VET 440, Veterinary Anesthesiology; VET 450, Veterinary Clinical Pathology; VET 460, Veterinary Office Management; and VET 470, Veterinary Hospital Management. General resources dealing with these subjects are already located in the present collection. More specified materials for technicians will be purchased.

The documents in the ERIC collection are current and available on the fourth floor. Government documents are also located there. These materials are on a standing order subscription plan and are very current.

b. Library

(1) Availability continued

The library is open eighty-two hours each week and another fifteen hours can be added on for the Late Night Study Center hours. The Autotutorial Laboratory is open from 8:00 a.m. to 4:30 a.m. which are the main hours for the Veterinary Technology Conference Room Library.

Book exhibits and bulletin boards are arranged by emphasizing the various subject areas or disciplines. Veterinary technology will be featured to call attention to that specific collection.

The faculty members and the library staff are constantly scanning the literature for sources that would be suitable to support the veterinary technician program. They are also comparing resources with other programs recognized for their quality. At the present, we will be comparing our resources with Michigan State University, Purdue, and with Ohio State University.

- (2) Compare holdings to standardized recommendations of national accrediting agencies, the Association of College and Research Libraries, and/or any other recognized measure of adequacy.

The holdings of Camden-Carroll Library have been compared with the bibliography for the University of Minnesota, Waseca's Animal Health Technology Program entitled Animal Health Technology Training Bibliography. This bibliography contains over two thousand items. Library Materials Useful in Veterinary Pharmacology and Therapeutics by Ann E. Kerker of the Purdue University College of Veterinary Medicine was used as a comparative list of holdings. Dr. Kerker checked the books in the list which pertain to animal technicians. There were fourteen basic books on that list. A Bibliography of Recently Published Books and Serial Titles for Practicing Veterinarians compiled by Ann E. Kerker was checked to compare our holdings to that list. Dr. Kerker check-marked the books for animal technicians. There are twenty-seven books on that list.

Dr. Lukins, Professor at the School of Veterinary Medicine, Purdue University sent the list that he uses with the animal technician students. There were thirty-four books on that list. We have compared our holdings with that list. We have many of the books which appear on the list.

A Survey on Textbooks and Lab Manual Availability was compared to our holdings. The survey was conducted by Dr. Lukins of Purdue. Eighty-eight books are on this list. The Texas State Animal Technician Bibliography was checked with our holdings. This list contains about one hundred twenty books.

b. Library

(2) Holdings Comparison continued

After counting the specific holdings dealing with animal technology, about 2,750 books on these lists are contained in the Camden-Carroll Library collection for this program. Others will be ordered, particularly those that will correlate and supplement the four new courses to be offered in the Bachelor of Science degree with the area of concentration in veterinary technology. (Appendix D)

Subject collections have to be evaluated using the entire library collection as a measuring device. Using the collection formula as developed by the Association of College and Research Libraries of the American Library Association, (Appendices A, B, C), Camden-Carroll Library rates an "A" with a collection of over a half million volumes. We required 371,025 volumes on this formula. We also rated an "A" on the number of professional staff and we rated a "B" on space.

The collection formula used by the Association of College and Research Libraries does not count the audio visual hardware and some other types of materials. The Camden-Carroll Library Learning Resources Center has film-strip projectors, film loops and film loop projectors, film projectors, transparency makers, overhead projectors, opaque projectors, slides and slide projectors, phonographs, cassette tapes and recorder/players, reel-to-reel tapes and recorder/players and software for microcomputers. Video cassette recorders and players, video cameras, and a rear projection video unit are available.

The veterinary technology faculty and students have at their disposal a wide array of instructional hardware and audio visuals at the university. The library faculty and the veterinary technology faculty cooperate in the acquisition of resources.

The dean of the College of Applied Science and Technology has allocated with the approval of the director of libraries about \$1,500, which is a part of the agriculture and natural resources department, to this program.

As director of libraries, I am confident that Camden-Carroll Library has the required resources available to provide a quality library for the students who pursue the proposed Bachelor of Science degree with an area of concentration in veterinary technology.

This report and statement, 4.01 B (1) & (2), is respectfully submitted by Larry X. Besant, Director of Libraries, Camden-Carroll Library, Morehead State University, Morehead, Kentucky 40351.

4.01

c. Faculty

1. Curriculum Vitae of current faculty members are attached as Appendix E. Dr. Applegate and Dr. Rundell will devote 25% of teaching time and Miss Krakoff and Mrs. Trent will devote 10% of teaching time to the proposed program.

2. No non-ranked faculty will be utilized.

3. One additional faculty member, a graduate Animal Health Technician with master's degree will be needed by Fall 1987. One additional faculty member, a doctor of veterinary medicine, will be needed by Fall 1988. A search will be conducted in order to select a qualified professional for each position. Numerous qualified individuals have previously indicated interest in working with the Veterinary Technology Program.

4.02 Expenditures

Form 2 & 2A: See Appendix G

4.03 Sources of Revenues

a. Form 3: See Appendix H

Appendix A
ACRL Evaluation of Quantity of Holdings
Camden-Carroll Library, 1984-85

In assessing the library collection (Standard 2) according to the Association of College and Research Libraries (ACRL) formula, CCL rates an "A" because we have over ninety-nine percent of the volumes called for in the formula.

ACRL Formula A

1. Basic Collection-----	85,000
2. Allowance per FTE Faculty Member 285 x 100-----	28,500
3. Allowance per FTE Student 4,775 x 15-----	71,625
4. Allowance per Undergraduate Major or Minor Field 94 x 350-----	35,900
5. Allowance per Master's Field when no higher degree is offered 6,000 x 18-----	108,000
6. A Higher Degree is offered 3,000 x 5-----	15,000
7. Allowance per 6th Year Specialist Degree 6,000 x 5-----	30,000
8. Allowance per Doctoral Field-----	00,000
Total	371,025

Appendix B

Association of College and Research Libraries Formula

PROFESSIONAL LIBRARIANS

FORMULA B

The number of librarians required by the college shall be computed as follows:

For each 500 or fraction thereof, FTE students up to 10,000	=10
For each 100,000 volumes, or fraction thereof in the collection	=7
For each 5,000 volumes, or fraction thereof, added per year	=6
Total	<u>23</u>

Camden-Carroll Library reported 583,089 volumes in the collection as of July 1, 1985 Annual Report to the President. During the year of 1984-85, 24,728 volumes were added to the collection. Camden-Carroll Library needs 23 professional librarians to service the print collection. This does not include the equipment.

FORMULA B---

The number of librarians required by the college shall be computed as follows (to be calculated cumulatively):

For each 500 or fraction thereof, FTE students up to 10,000-----	1 librarian
For each 1,000 or fraction thereof, FTE students above 10,000-----	1 librarian
For each 100,000 volumes, or fraction thereof, in the collection-----	1 librarian
For each 5,000 volumes, or fraction thereof, added per year-----	1 librarian

Libraries which provide 100 percent of these formula requirements can, when they are supported by sufficient other staff members, consider themselves at the A level in terms of staff size; those that provide 75-99 percent of these requirements may rate themselves as B; those with 55-74 percent of requirements qualify for a C; and those with 40-54 percent of requirements warrant a D.

Appendix C
 Association of College and Research Libraries Formula
 Evaluation of Space
 Camden-Carroll Library 1984-85

A. Space for readers. 4,775 FTE divided by 4 = 1193. 1193 x 35 = 41,755 sq.

B. Space for books:

First 150,000 x .10 =	15,000
Next 150,000 x .09 =	13,500
For next 300,000 x .08 =	24,000
For holdings above 600,000 x .07 =	4,205
Total	52,925

C. Space for Administration 94,680 divided by 8 or multiplied by 25 = 11,835

The 94,680 plus 11,835 = 106,515 sq. ft

Camden-Carroll Library has 92,000 net assignable square feet. According to this formula, we now rate in the B range. This does not count audio visual materials and equipment in the formula so we are really facing a space crunch using this formula. We need 106,515 square feet for the print collection.

 FORMULA C---

The size of the college library building shall be calculated on the basis of a formula which takes into consideration the size of the student body, requisite administrative space, and the number of physical volumes held in the collections. In the absence of consensus among librarians and other educators as to the range of non-book services which it is appropriate for libraries to offer, no generally applicable formulas have been developed for calculating space for them. Thus, space required for a college library's non-book services and materials must be added to the following calculations:

- a. Space for readers. The seating requirement for the library of a college wherein less than fifty percent of the FTE enrollment resides on campus shall be one for each five FTE Students; the seating requirement for the typical residential college library shall be one for each four FTE students; and the seating requirements for the library in the strong, liberal arts, honor-oriented college shall be one for each three FTE students. In any case, each library seat shall be assumed to require twenty-five square feet of floor space.

- b. Space for books. Space required for books depends in part upon the overall size of the book collection, and is calculated cumulatively as follows:

	Square Feet/Volume
For the first 150,000 volumes	0.10
For the next 150,000 volumes	0.09
For the next 300,000 volumes	0.08
For holdings above 600,000 volumes	0.07

- c. Space for administration. Space required for such library administrative activities as acquisition, cataloging, staff offices, catalogs, and files shall be one-fourth of the sum of the spaces needed for readers and books as calculated under (a) and (b) above.

This tripartite Formula indicates the net assignable area necessary for all library services except for non-book services. Libraries which provide 100 percent as much net assignable area as is called for by the formula shall qualify for an A rating as regards quantity; 75-99 percent shall warrant a B; 60-74 percent shall be due a C; and 50-59 percent shall warrant a D.

APPENDIX D

PERIODICAL HOLDINGS

Advanced Animal Breeder (Formerly A-I Digest)
American Animal Hospital Association Journal
American Association of Equine Practitioners Newsletter
American Association of Equine Practitioners Proceedings
American Bee Journal
American Beef Production
American Journal of Veterinary Research
American Veterinary Medicine Association Journal
Animal Behavior
Animal Health
Animal Health Technician (Now Veterinary Technician)
Animal Nutrition and Health
Bovine Practitioner
Canadian Journal of Animal Science
Canine Practice
Compendium of Continuing Education for Animal Health Technology
Cornell Veterinarian
Dairy Herd Management
Drover's Journal
• Duroc News
Feline Practice
Hoard's Dairyman
Holstein World
Journal of Animal Science
Journal of Dairy Science
Journal of Equine Medicine and Surgery-1977
Journal of Small Animal Practice
Kentucky Veterinary Medical Association Newsletter
Modern Veterinary Practice
National Wildlife
National Wool Grower
Poultry Digest
Poultry Tribune
Practitioner's Forum
Quarter Horse Journal
Veterinary Clinics of North America
Veterinary Medicine-Small Animal Clinicians
Western Horseman
Veterinary Technician

APPENDIX E
FACULTY VITA

NAME: Donald Lyn Applegate, D.V.M.

RANK: Associate Professor & Coordinator
TENURE TRACK: Yes

DATE APPOINTED TO FACULTY: January 1, 1984

PERCENTAGE OF TIME TO BE
DEVOTED TO PROPOSED PROGRAM: 25%

IDENTIFY YOUR SUB-SPECIALTY WITHIN THE DISCIPLINE: Large Animal Medicine & Bus. Management

DEGREES AWARDED:

<u>Year</u>	<u>Degree</u>	<u>Major-Subspecialty</u>	<u>Institution</u>
1959	D.V.M.	Veterinary Medicine	Auburn University

RELEVANT WORK EXPERIENCE:

<u>Year(s)</u>	<u>Employer</u>	<u>Program</u>
1984-86	Morehead State University	Veterinary Technology
1981-83	Ky. Board of Veterinary Examiners	Licensing veterinarians & vet. t
1966-83	Self-employed	Manager & Co-owner of Farm
1960-78	Self-employed	Lg. Animal Pract. & Manager of Veterinary Clinic
1959-60*	Glasgow Veterinary Clinic	Mixed practice

HONORS/AWARDS:

<u>Date</u>	<u>Description</u>
1959	Outstanding Senior Veterinary Paper
1983	Kentucky Veterinarian of the Year 1983

PROFESSIONAL ORGANIZATIONS/COMMITTEES:

"Kentucky Tomorrow" Commission; Chairman-Committee on Agriculture for Lt. Governor Beshear
Virgin Island Senepol Association-Board of Directors 1980-81.
Ky. Simmental Association-Secretary/Treasurer 1980-81.
Board of Agriculture-State of Kentucky 1977-80.
Advisory Committee of Morehead State Univer. Vet. Tech. Program-1974-83.
American Simmental Association-President 1975-76.
American Simmental Association-Vice President 1974-75.
American Simmental Association-Secretary/Treasurer 1973-74.
American Veterinary Medical Association
Kentucky Veterinary Medical Association
Buffalo Trace Veterinary Association
Kentucky Board of Veterinary Examiners-Honorary Secretary 1984-86 (consultant)

OTHER GRANT ACTIVITIES

<u>Date</u>	<u>\$Amount</u>	<u>Sponsoring Agency</u>	<u>Description</u>
May 1985		Agriculture Dept.	Small Frame/Large Frame Cow Pasture Utilization Comparis

DISCIPLINE-ORIENTED PUBIC SERVICE ACTIVITIES:

<u>Date</u>	<u>Description:</u>
1984-86	Co-Chairman of Mid-America Veterinary Conference
1984-86	Co-Chairman of Buffalo Trace Clinic Day
1984-86	Ky. Bd. of Vet. Examiners consultant
1985	Community Amateur Pet Show Judge

ISCIPLINE-ORIENTED PUBLIC SERVICE ACTIVITIES:

<u>Date</u>	<u>Description</u>
1985-86	Northeast Ky. Beef Improvement Fed. advisor
1985-86	MSU Sheep Program advisor
1986	Farm House Club advisor

PUBLICATIONS:

Thrift, Fred A. and D. L. Applegate, D.V.M. 1985. Evaluation of Genetic Performance in Senepol Breed when crossed with other Beef Breeds.

PRESENTATIONS:

The Potential for Breed Improvement Using Embryo Transplants. February 1981. Virginia Beef Industry Convention, Hot Springs, Virginia.

FACULTY VITA

NAME: Scott W. Rundell, D.V.M.

RANK: Assistant Professor

TENURE TRACK: Yes

DATE APPOINTED TO FACULTY: August 15, 1984

PERCENTAGE OF TIME TO BE
DEVOTED TO PROPOSED PROGRAM: 25%

IDENTIFY YOUR SUB-SPECIALTY WITHIN THE DISCIPLINE: Small Animal Medicine

DEGREES AWARDED:

<u>Year</u>	<u>Degree</u>	<u>Major-Subspecialty</u>	<u>Institution</u>
1974	B.S.	Pre-veterinary medicine	Michigan State Univer.
1976	D.V.M.	Veterinary Medicine	Michigan State Univer.

RELEVANT WORK EXPERIENCE:

<u>Year(s)</u>	<u>Employer</u>	<u>Program</u>
1984-86	Morehead State University	Veterinary Technology
1982-84	Self-employed	Small Animal Medicine
1980-82	Dr. Curt May	Small Animal Medicine
1978-80	Ohio State University, Dept. Path/Biology	Grad. Research Assistant
1977-78	Self-employed	Small Animal Medicine
1976-77	Dr. Henry Fairleigh	Small Animal Medicine

PROFESSIONAL ORGANIZATIONS/COMMITTEES:

Kentucky Veterinary Medical Association
 American Association of Laboratory Animal Science
 Association of Animal Technician Educators
 Buffalo Trace Veterinary Association Committee for Continuing Education (Clinic Day)

DISCIPLINE-ORIENTED PUBLIC SERVICE ACTIVITIES:

<u>Date</u>	<u>Description</u>
1985	Rabies Vaccination Clinic
1985	Community Amateur Pet Show Judge
1984-1986	Radio Show on Pet Health (weekly)
1984-86	Buffalo Trace Clinic Day

FACULTY VITA

NAME: Barbara I. Krakoff

RANK: Instructor

TENURE TRACK: No

DATE APPOINTED TO FACULTY: August 1981

PERCENTAGE OF TIME TO BE
DEVOTED TO PROPOSED PROGRAM: 10%

IDENTIFY YOUR SUB-SPECIALTY WITHIN THE DISCIPLINE: Clinical Pathology

DEGREES AWARDED:

<u>Year</u>	<u>Degree</u>	<u>Major-Subspecialty</u>	<u>Institution</u>
1979	A.A.S	Animal Health Technology	Colorado Mountain College
1975	B.A.	Biology	State Univer. of N.Y. College at Buffalo

RELEVANT WORK EXPERIENCE:

<u>Year(s)</u>	<u>Employer</u>	<u>Program</u>
1981-86	Morehead State University	Veterinary Technology
1979-81	Angell Memorial Animal Hospital	Clinical Pathology Lab. Tech.
1979	Buffalo Zoological Gardens	Clinical externship as AHT
	McClelland Animal Hospital	
	Greater Buffalo Vet. SVCS. emergency clinic	
1977-79	Colorado Mountain College	AHT Laboratory Maintenance
1978	Buffalo Zoological Gardens	Children's Zoo Seasonal Keeper

HONORS/AWARDS:

<u>Date</u>	<u>Description</u>
1975	New York State Regents Scholarship

PROFESSIONAL ORGANIZATIONS/COMMITTEES:

AATE-Association of Animal Technician educators
 AALAS-American Association of Laboratory Animal Science
 Co-chairman of technician program, K.V.M.A. Mid-America Conference
 Alpha Tau Sigma-advisor
 Morehead State University continuing education committee

DISCIPLINE-ORIENTED PUBLIC SERVICE ACTIVITIES:

<u>Date</u>	<u>Description</u>
1983-86	Co-Chairman of technician program, K.V.M.A. Mid-America Conference.
1985	Continuing education seminar: immunology (organized)
1985	Rabies vaccination clinic
1985	Community Amateur Pet Show
1982-86	Buffalo Trace Clinic Day
1984	KVMA Mid-America Conference speaker
1983	Buffalo Trace Clinic Day speaker
1983	Continuing Education session: Clinical Techniques speaker
1982-83	Continuing education session and wet lab: Hematology speaker & organizer

FACULTY VITA

NAME: Vivian S. Trent

RANK: Instructor

TENURE TRACK: No

DATE APPOINTED TO FACULTY: August 15, 1984

PERCENTAGE OF TIME TO BE
DEVOTED TO PROPOSED PROGRAM: 10%

IDENTIFY YOUR SUB-SPECIALTY WITHIN THE DISCIPLINE: Clinical Procedures

DEGREES AWARDED:

<u>Year</u>	<u>Degree</u>	<u>Major-Subspecialty</u>	<u>Institution</u>
1986	M.S.	Voc. Education	Morehead State Univer.
1983	B.S.	Voc. Agriculture	Morehead State Univer.
1980	A.A.S.	Veterinary Technology	Morehead State Univer.

TITLE OF DISSERTATION: Not Applicable

TITLE OF MASTER'S THESIS: Not Applicable

RELEVANT WORK EXPERIENCE:

<u>Year(s)</u>	<u>Employer</u>	<u>Program</u>
1984-86	Morehead State University	Veterinary Technology
1983-84	Morehead State University	Industrial Education
1981	State of Ohio Racing Commission	Registered Technician
1980	Milford Emergency Clinic	Registered Technician

HONORS/AWARDS:

<u>Date</u>	<u>Description</u>
1983	Outstanding Agriculture Graduate Student

PROFESSIONAL ORGANIZATIONS/COMMITTEES:

- AATE-Association of Animal Technician Educators
- AALAS-American Association for Laboratory Animal Science
- Alpha Tau Sigma-Advisor
- Co-Chairman of the Mid-American Veterinary Medical Association Conference for Technicians

GRANTS RECEIVED AS PRINCIPAL INVESTIGATOR: None

OTHER GRANT ACTIVITIES: None

DISCIPLINE-ORIENTED PUBLIC SERVICE ACTIVITIES:

<u>Date</u>	<u>Description</u>
1985	Continuing Education Seminar: Wildlife & Exotic
1985	Rabies Vaccination Clinic
1985	Amateur Pet Show-Community
1984-86	Wildlife Rehabilitation Services
Annually	Adopt-A-Pet
1985	Buffalo Trace Clinic Day

APPENDIX F

FORM 1

STUDENT DATA SUMMARY

from present Associate Degree Program

	1981-82	1982-83	1983-84	1984-85
Students Admitted	32	30	33	32
Students Graduated	23	20	32	28
Employed in Field or Related Occupation:	19	17	22	22
a. In Kentucky	16	14	18	16
b. Out of Kentucky	3	3	4	6
Employed in Non-Related Field	0	1	0	2
Armed Forces	0	0	0	0
Pursuing Further Education	4	3	6	2
Unemployed	0	0	2	1
Unknown			2	1

FORM 2

Departmental Expenditures for the Program (Academic Year)

	Year 1	Year 2	Year 3	Year 4
I. Personnel				
1. Full-Time Ranked Faculty (FTEF)				
a. Number of FTEF***	1	2	2	2
b. Average Salary	18,500	48,500	50,925	53,471
c. Fringes per avg. salary	3,885	10,185	10,694	11,229
Cost of FTEF: a x (b+c)	22,385	58,685	61,619	64,700
2. Part-time Faculty (PTF)				
a. Course Credit Hours Taught by PTF	0	0	0	0
b. Average PTF Salary per Credit Hour				
c. Average PTF Fringes per Credit Hour				
Cost of PTF: a x (b+c)	0	0	0	0
3. Teaching Assistants (TA)				
a. Course Credit/Contact Hours Taught by TA's	0	0	0	0
b. Average TA Salary per Hour				
c. Average TA Fringes per Hour				
Cost of TA: a x (b+c)	0	0	0	0
4. External Instructional Assistants (EIA) (Preceptors, etc.)				
a. Student Contact Hours	0	0	0	0
b. Average EIA fee				
Cost of EIA	0	0	0	0
5. Other (Specify)*				
Categories %				
(e.g. Secy.) Full-Time Rate				
	0	0	0	0
Cost of Other	0	0	0	0
Total Personnel Costs	22,385	58,685	61,619	64,700

II. <u>Operating Costs*</u>	Year 1	Year 2	Year 3	Year 4
1. Supplies	4,812	9,212	10,312	10,312
2. Travel				
3. Library**	600	800	800	800
Department Budget				
a. Journals	200	200	200	200
b. Books				
c. Other (Specify)				
Central Library Budget				
a. Journals				
b. Books	300	300	300	300
c. Other (Specify)				
4. Student Support				
(Assistantships, Fellowships, Tuition Waiver)	1,150	1,150	1,150	1,150
5. Equipment**				
a. Instructional	20,000	10,000	10,000	10,000
b. Research				
c. Other				
6. Off-Campus Facilities	0	0	0	0
7. Accreditation	200	200	200	200
8. Other (Specify)				
Total Operating Costs	27,262	21,862	22,962	22,962
III. <u>Capital Costs*</u>				
1. Facilities				
a. New Construction				
b. Renovation	10,000	0	0	0
c. Furnishings	2,000	2,000	0	0
2. Other (Specify)				
Total Capital Costs	12,000	2,000	0	0
Total Expenditures	61,647	82,547	84,581	87,662

*If the department will operate programs other than the proposed program, use the ratio of the projected student credit hours generated within the department by the program to the student credit hours generated by the department to allocate costs to the proposed program when it is otherwise difficult or impossible to allocate the program's responsibility for the cost. If such a ratio is used, enter its value here _____, and identify items to which it is applied with an asterisk.

**Insert here the annual portion of the departmental budget set aside for this item of the program.

Extraordinary or special purchases beyond the regular or continuing line item should be recorded in III.2.

***Show how FTEF is calculated on FORM 2A.

Appendix G

FORM 2A

BUDGET JUSTIFICATION

A rationale should be provided for all costs recorded on FORM 2. If explanation of an expenditure is contained elsewhere in the proposal, it is necessary only to record on this form the section in which it appears.

I. Personnel

1. Full-Time Ranked Faculty (FTEF) - see 4.01 c.3.

II. Operating Costs

1. Supplies

The increase in supply budget is a direct reflection of increase in student numbers - above the present supply budget for the associate degree program

3. Library

- . This reflects additional purchases for the proposed new courses.
See 4.01 b.1.

4. Student Support

One additional student workshop will be needed to support laboratory instruction.

5. Equipment

One additional x-ray unit for large animals - \$20,000 first year. An additional expenditure of \$10,000 annually will be needed to maintain and update surgical and anesthetic equipment for large and small animal anesthesia and surgery.

7. Accreditation

\$200 annually to pay expenses of an accrediting team for annual reaccreditation.

III. Capital Costs

1. Facilities

b. Renovation - Four large animal holding stalls need to be added to the large animal surgical and treatment wing of the present hospital to facilitate the additional patient load for teaching the proposed anesthesiology course.

c. Furnishings - Additional furniture to accomodate the increase in student numbers will be needed the first 2 years of the program.

Appendix H

FORM 3

Amount and Sources of Revenue

	Year 1	Year 2	Year 3	Year 4
1. Regular State Appropriation and Tuition and Fees	32,780	60,880	67,440	67,440
a. New Money				
b. Internal Reallocation*				
2. Institutional Allocation from Restricted Endowment				
3. Institutional Allocation from Unrestricted Endowment				
4. Gifts				
5. Extraordinary State Appropriation				
6. Grants or Contracts**				
a. Private Sector				
b. Local Government				
c. State				
d. Federal				
e. Other				
7. Capitation				
8. Capital				
9. Other (Specify)				
Total Revenues	32,780	60,880	67,440	67,440

*If revenue will be provided through reallocation within the university, explain in detail how this will be done.

**Name funding source and specify funding period.

Departmental Expenditure for Proposed Bachelor of Science Degree
Veterinary Technology

I. <u>Personnel</u> - Additional	<u>1987-88</u>	<u>1988-89</u>	<u>1989-90</u>	<u>1990-91</u>
Clinical Instructor	\$24,000	\$25,200	\$26,460	\$27,783
(Anesthesiologist)	5,520(fringe)	5,796	6,086	6,390
Veterinarian (Hospital Man- agement)		30,000 6,900(fringe)	31,500 7,245	33,075 7,607
x Includes 5% increment annually				
Total Personnel Cost	\$29,520	\$67,896	\$71,291	\$74,855
II. Instructional Supplies	6,000	12,000	12,000	12,000
III. Travel	3,600	3,600	3,600	3,600
IV. Equipment	30,000	20,000	10,000	10,000
V. Renovation		10,000		
GRAND TOTALS	<u>\$69,120</u>	<u>\$113,496</u>	<u>\$96,891</u>	<u>\$100,455</u>

P E R S O N N E L A C T I O N S

June 1, 1986 thru June 30, 1986

July 18, 1986
VII-B-1

DEFINITIONS OF ACTIONS

Standing I	Appointment to full-time faculty, administrative, or staff (exempt or non-exempt) position. Employed through permanent budget funds with benefits fully covered. Regular status.* No ending date.
Standing II	Appointment to part-time administrative or staff (exempt or non-exempt) position. Employed through permanent budget funds with no benefits. Non-Regular status.*** No ending date.
Fixed-Term I	Appointment to full-time faculty or staff (exempt) position for more than six (6) months but less than one (1) year. May be employed through Soft Money** with benefits fully covered. Regular status.* Terminable after one year.
Fixed-Term II	Appointment to full-time or part-time (up to one (1) year) faculty position or special project for less than six (6) months. May be employed through Soft Money** or available permanent budget funds, with no benefits. Non-Regular status.*** Terminable after one (1) year.
Supplementary I	Additional contract obligation in supplement to original agreement (<u>adds calendar time</u>) for faculty or staff (exempt or non-exempt) currently Standing I or II appointments. For example, Summer I & II appointments or 9-month appointment extended to 10, 11, or 12 month appointment. Regular status* with benefits fully covered.
Supplementary II	Additional contract obligation in supplement to Standing I, II or Fixed Term I appointment (<u>same contractual period</u>). For example, administrators teaching night classes or on-the-road payment. Should not handle overtime. Regular status* with benefits fully covered.
Visiting Appointment	Faculty with "visiting" as part of title. Can be full or part-time. Limited to one year. Employed through Soft Money** with no benefits. Non-regular status.***
Wage Payroll	Temporary assignment for staff (exempt or non-exempt) position or special project. Ending date less than six months. Terminable at six months if full-time. May be employed through Soft Money.** Non-regular*** status with no benefits.

* Regular status is a faculty or staff member who is appointed to a full-time position that will exist for more than six consecutive calendar months with the exception of continuance.

** Soft Money is defined as non-recurring funds from University or external funds.

*** Non-Regular status is a faculty or staff member who works less than full-time or who works full-time but is not appointed to a position that will last more than six consecutive months.

07/07/86

PERSONNEL ACTIONS

Page: 001

06/01/86 thru 06/30/86

Administrative Unit/
Name

----- Action -----

----- Description -----

Effective
Date

----- Salary -----

PRESIDENT, OFFICE OF

Office of the President

ALBRICHT, A. D.

Standing I
ReplacementPresident (Replacing
Perb. Reinhard, \$75,705)

7/1/86

\$5,500/month

REINHARD, HERBERT F.

Resignation

President

6/30/86

\$75,705.00

07/07/86

PERSONNEL ACTIONS

Page: 02

06/01/86 thru 06/30/86

Administrative Unit/
Name

----- Action -----

----- Description -----

Effective
Date

----- Salary -----

ATHLETICS, OFFICE OF

Football

BAKER, CLARENCE H.

Resignation

Assistant Football Coach

6/30/86

\$26,265.00

07/07/86

PERSONNEL ACTIONS

Page: 001

06/01/86 thru 06/30/86

Administrative Unit/
Name

----- Action -----

----- Description -----

Effective
Date

----- Salary -----

PRESIDENT, OFFICE OF

Office of the President

ALRIGHT, A. D.

Standing I
Replacement

President (Replacing
Herb. Reinhard, \$75,705)

7/1/86

\$5,500/month

REINHARD, HERBERT F.

Resignation

President

6/30/86

\$75,705.00

07/07/86

PERSONNEL ACTIONS

Page: 003

07/01/86 thru 06/30/86

Administrative Unit/ Name	Action	Description	Effective Date	Salary
UNIV. RELATIONS, OFFICE OF				
<u>Asst. to President, Univ. of</u>				
BURGE, JAN WYNETTE	Standard I Promotion Probation Salary Adjustment Title Change New Position	From Admissions Counselor Office of Admissions to Staff Assistant, Office of Univ. Relations	6/7/86	\$20,000.00 (\$6,000.00 inc.)

07/07/86

PEP PERSONNEL ACTIONS

Page: 004

06/01/86 thru 06/30/86

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
STUDENT DEVELOPMENT, DIV. OF				
<u>Office of Residence Education</u>				
GRUBB, JEFFREY LYNN	Resignation	Residence Hall Director	7/11/86	\$14,034.00
HJ-AHMAD, SITI RAHMAN	Wage Payroll	Student Assistant	5/19/86 - 5/30/86	\$5.00/hr.
RETI, MELANIE ANN	Standing II Replacement	Student Assistant (Replacing Jana Moore, \$4,000.00)	8/15/86 - 5/18/87	\$4,300.00
SAUBER, STEVEN EUGENE	Standing II Replacement	Student Assistant (Replacing Kevin Combs, \$4,000.00)	8/15/86 - 5/18/87	\$4,300.00

07/07/86

PERSONNEL ACTIONS

Page: 005

06/01/86 thru 06/30/86

Administrative Unit/ Name	Action	Description	Effective Date	Salary
ACADEMIC AFFAIRS, DIV. OF				
<u>Off. of Academic Affairs</u>				
FRANKLIN, JERRY RUDOLPH	Supplementary I	Assistant Professor, Education (Certification II)	6/9/86 - 8/1/86	\$3,306.00
LUCKEY, GEORGE M	Supplementary I	Professor, Philosophy (Researcher)	6/9/86 - 7/3/86	\$3,656.00
<u>Office of Admissions</u>				
GOLDSMITH, JILL ANNE	Standing I Replacement Probation	Admissions Counselor (Replacing Jan Furge, \$14,000.00)	6/16/86	\$13,275.00
HEASLEY, BRUCE E.	Probation Completed	Associate Director of Admissions	6/15/86	\$27,000.00
<u>Office of the Registrar</u>				
OVERSTREET, NEDRA	Resignation	Clerk Typist I	7/11/86	\$10,924.00
<u>Off. Dean, Grad. & Spec. Acad</u>				
JONES, ROGER H	Supplementary I	Professor, Art (Advising International Education students during Summer I)	6/1/86 - 6/30/86	\$1,792.80
MORASKY, ROBERT L.	Resignation	Dean of Graduate and Special Academic Programs	7/1/86	\$50,000.00
ROSE, H HAROLD	Supplementary I	Professor, Education (Advising during Summer I)	6/1/86 - 6/30/86	\$2,143.74

07/07/86

PERSONNEL / C I I O N S

Page: 006

06/01/86 thru 06/30/86

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
ACADEMIC AFFAIRS, DIV. OF				
<u>Off. Library & Instruc. Media</u>				
BELCHER, EDITH FAYE	Wage Payroll Continuation	Library Consultant	7/1/86 - 6/30/87	\$20.00/hr.
FOOT, CARH THOMAS	Wage Payroll Continuation	Library Study Center Assistant	7/1/86 - 12/19/86	\$4.30/hr.
ISON, BETTY S.	Fixed Term II	Librarian I - Coord. of EKHSIL Prog.	6/16/86 - 9/30/86	\$1,120.00/monthly

07/07/86

PERSONNEL ACTIONS

Page: 007

00/01/86 thru 06/30/86

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
GRAD. & SPEC. ACAD. PROGRAMS				
<u>Inst. for Public Ser./Acc.Dev</u>				
FOGUS, DONALD L.	Release	Director of Appalachian Development Center	6/30/86	\$36,771.00
MCNEILL, PETER T	Release	Tourism/Ind. Development Specialist	6/30/86	\$17,861.00
<u>Off. of Extended Campus Progs.</u>				
BLAIR, SHIRLEY S	Supplementary I	Coord. Clin. & Field Exp. (Conducting workshops, assisting director, etc.)	5/19/86 - 8/15/86	\$8,250.00
DUNCAN, JOHN K	Supplementary I	Professor, Education (assisting project dir. in various duties)	5/19/86 - 7/6/86	\$5,250.00
FRANKLIN, JERRY RUDOLPH	Supplementary I	Assist. Professor, Ed. (Assisting project dir. in various duties)	5/19/86 - 8/15/86	\$6,444.24
RAMEY, PAULINE	Supplementary I	Assist. Professor of Nursing (Off campus class in London)	6/9/86 - 7/10/86	\$794.00
TROUTT, JR., GEORGE E	Supplementary I	Coord., In-Service Ed. (Conducting workshops, coordinating summer training activities, etc)	5/19/86 - 6/30/86	\$4,650.00
VANHOOSE, JOHN S	Supplementary I	Assist. Prof. of Woods (Participation in Florida Performance Measurement System, (\$150 per day)	5/12/86 - 5/13/86	\$300.00
WELLS, RANDALL L.	Supplementary I	Professor of Education (Conduct and monitor workshops)	5/19/86 - 8/20/86	\$7,200.00

07/07/86

PERSONNEL ACTIONS

Page: 008

06/01/86 thru 06/30/86

Administrative Unit/ Name	Action	Description	Effective Date	Salary
GRAD. & SPEC. ACAD. PROGRAMS				
<u>Off. of Extended Campus Prog.</u>				
WELLS, SUE S	Supplementary I	Assist. Professor of Education (Complete intern observations & committee conferences)	5/1/86 - 5/30/86	\$200.00
WELLS, SUE S	Supplementary I	Assist. Professor of Education (Conducting workshops, assisting director, etc.)	5/15/86 - 8/15/86	\$9,750.00
<u>Job Training Partnership Proj.</u>				
BALDRIDGE, JANIE R.	Wage Payroll	Trainer	6/1/86 - 6/30/86	\$1,500.00
THOMAS, MARJORIE BROWN	Wage Payroll	Trainer	6/1/86 - 6/30/86	\$1,500.00
<u>Special Services - Irig</u>				
CHANEY, BOBBIE MAE	Fixed Term I Probation Replacement	Secretary I (Replacing Carol White, \$9,105.00)	6/2/86	\$6,160.00
<u>Upward Bound - Irig</u>				
BAILEY, CLIFTON JEROME	Fixed Term II	Tutor-Counselor	5/31/86 - 7/11/86	\$804.00
BALLARD, BRENDA M.	Supplementary II	Receptionist/Typist (Teacher)	6/1/86 - 7/3/86	\$1,200.00
CALLAHAN, ROBERT ERVIN	Fixed Term II	Teacher	6/1/86 - 7/3/86	\$1,200.00

07/07/86

PERSONNEL ACTIONS

Page: 009

06/01/86 thru 06/30/86

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
GRAD. & SPEC. ACAD. PROGRAMS				
<u>Upward Bound - Info</u>				
CHANEY, LOBBIE AAE	Fixed Term I Probation Replacement	Secretary I (Replacing Carol White, \$9,105.00)	6/2/86	\$2,054.00
CRAGER, JENNY B	Supplementary I	Counselor (Teacher)	6/1/86 - 7/3/86	\$1,200.00
GIANINO, VICTORIA LYNN	Fixed Term II	Student Assistant	6/8/86 - 7/19/86	\$800.00
HOWARD, LISA ANN	Fixed Term II	Teacher	6/1/86 - 7/3/86	\$1,200.00
KOUNS, JENNINGS PERRY	Fixed Term II	Teacher	6/1/86 - 7/3/86	\$1,200.00
MANLEY, MARSHA GAY	Fixed Term II	Teacher	6/1/86 - 7/3/86	\$1,200.00
PACK, TEL M.	Supplementary I	Instructor of Mathematics (Teacher)	6/1/86 - 7/3/86	\$1,200.00
PAYNE, MELISSA ANNE	Fixed Term II	Tutor-Counselor	5/31/86 - 7/11/86	\$804.00
SALYER, GARY CLAY	Fixed Term II	Teacher	6/1/86 - 7/3/86	\$1,200.00
SMITH, PHILIP RALPH	Supplementary II	Accountant I (Consultant - restructuring bookkeeping system)	6/21/86 - 6/22/86	\$600.00
SPARKS, CHARLES EDISON JR.	Fixed Term II	Teacher	6/1/86 - 7/3/86	\$1,200.00
SWANSON, LINDA M.	Fixed Term II	Teacher	6/1/86 - 7/3/86	\$1,400.00
TIDECHEIN, DANIEL CHARLES	Fixed Term II	Teacher	6/1/86 - 7/3/86	\$1,700.00
UPCHURCH, ANN PARKER	Supplementary I	Counselor (Teacher)	6/1/86 - 7/3/86	\$1,200.00
WILSON, LARRY ADRIAN	Supplementary II	Manager, University Bowling Lanes (Teacher)	6/1/86 - 7/3/86	\$800.00
WRIGHT, VIVIAN FAY	Fixed Term II	Teacher	6/1/86 - 7/3/86	\$1,200.00

07/07/86

PERSONNEL ACTIONS

Page: 010

06/01/86 thru 06/30/86

Administrative Unit/ Name	Action	Description	Effective Date	Salary
ARTS & SCIENCES, COLL. OF				
Art				
DELICATA, JANELLE A.	Fixed Term II	Lecturer	5/14/86 - 5/14/86	\$315.00
Biological & Env. Sciences				
DEMOSS, CERALD L	Supplementary II	Dept. Chair (AHES Community Health Intern Program during June 1986)	6/1/86 - 6/30/86	\$1,080.00
PASS, II, TED	Supplementary I	Professor of Biology (Medical Tech. AHES Project during June, 1986)	6/1/86 - 6/30/86	\$1,080.00
Bio. & Envi. Sci. - Water Analysis				
HARNEY, RUTH ANN	Supplementary II	Residence Hall Director MSU Water Testing Lab (Clerk)	7/1/86 - 6/30/87	\$40.00/monthly
PASS, II, TED	Supplementary I	Professor of Biology (Director, MSU Water Testing Laboratory)	7/1/86 - 6/30/87	\$1,500.00
Communications				
BATRA, NARAYN C	Resignation	Associate Professor of Speech	8/2/86	\$25,713.00

07/07/86

PERSONNEL ACTIONS

Page: 11

06/01/86 thru 06/30/86

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
ARTS & SCIENCES, COLL. OF				
<u>Mathematics</u>				
FLORA, BEN V	Supplementary I	Professor of Mathematics (Off-campus class, Pikeville)	6/6/86 - 6/28/86	\$1,957.00
<u>Music</u>				
BLAIR, HAROLD LEO	Supplementary I	Assoc. Professor of Music (Services rendered during Summer Celebration)	7/12/86 - 7/18/86	\$75.00
BLAIR, SUANNE H	Supplementary I	Assist. Professor of Music (Services rendered during Summer Celebra- tion)	7/12/86 - 7/18/86	\$75.00
LOUWER, EARLE L.	Supplementary I	Professor of Music (Services rendered during Summer Celebration)	7/12/86 - 7/18/86	\$75.00
MUELLER, FREDERICK	Supplementary I	Professor of Music (Services rendered during Summer Celebration)	7/12/86 - 7/18/86	\$75.00
PRITCHARD, ROBERT D	Supplementary I	Assist. Professor of Music (Services rendered during Summer celebra- tion)	7/12/86 - 7/18/86	\$75.00
STETLER, JOHN K	Supplementary I	Assoc. Professor of Music (Services rendered during Summer Celebration)	7/12/86 - 7/18/86	\$75.00
STETLER, LUCRETIA CRUM	Supplementary I	Assist. Professor of Music (Services rendered during Summer Celebra- tion)	7/12/86 - 7/18/86	\$75.00

07/07/36

PERSONNEL ACTIONS

Page: C12

06/01/86 thru 06/30/86

Administrative Unit/
Name

----- Action -----

----- Description -----

Effective
Date

----- Salary -----

ARTS & SCIENCES, COLL. OF

Physical Sciences

FALLS, WILLIAM F

Supplementary 7

Professor of Science
(Title II Project Dir.)

6/1/86 - 6/2/86

\$3,978.00

07/07/86

PERSONNEL ACTIONS

Page: 113

06/01/86 thru 06/30/86

Administrative Unit/ Name	Action	Description	Effective Date	Salary
PROFESSIONAL STUDIES, COLL. OF				
<u>Business and Economics</u>				
CALLAHAN, ROBERT ERVIN	Release	Instructor of Business and Economics	5/17/86	\$6,750.00
DAVIS, BERNARD	Supplementary I	Kilpatrick Professor of Banking (General Manage- ment Consultant)	6/9/86 - 8/15/86	\$2,990.00
DOWLING, KATHLEEN B.	Wage Payroll Continuation	Secretary I	5/30/86 - 6/30/86	\$4.89/hr.
FERREL, MICHAEL ROBERT	Release	Instructor of Business and Economics	5/17/86	\$6,750.00
MUSTAPHA, A. AZIZ B.	Wage Payroll	Research Assistant	5/19/86 - 6/6/86	\$3.35/hr.
VAN METER, GARY L	Supplementary II	Assoc. Professor of Accounting (Teach ACCT 611 at Ashland)	1/15/86 - 5/17/86	\$662.00
<u>Education</u>				
HUANG, LOIS H	Retirement	Assistant Professor of Education	6/30/86	\$21,144.00
SCAHILL, JOHN H.	Release	Assistant Professor of Education	5/16/86	\$19,500.00
TURNIPSEED, PATRICIA MAY	Resignation	Assistant Professor of Education	6/2/86	\$20,151.00
<u>Health/E.E./Recreation</u>				
CHANEY, REX	Supplementary I	Assoc. Professor of HPEP (Teach REC 625 (090) Community School Rec.)	5/16/86 - 6/7/86	\$1,022.00

07/07/86

PERSONNEL ACTIONS

Page: 014

04/01/86 thru 06/30/86

Administrative Unit/
Name

----- Action -----

----- Description -----

Effective
Date

----- Salary -----

PROFESSIONAL STUDIES, COLL. OF

Health/P.E./Recreation

CHANEY, REX

Supplementary T

Assoc. Professor of HPER
(Teach REC 625, Community
Sencol Rec. in Pikeville)

5/16/86 - 6/7/86

\$1,767.00

07/07/86

PERSONNEL ACTIONS

Page: 015

06/01/86 thru 06/30/86

Administrative Unit/
Name

----- Action -----

----- Description -----

Effective
Date

----- Salary -----

APPLIED SCI. & TECH., COLL. OF

Ag-Nat. Resources-Agriculture

BOSTON, ANDREW CHESTER	Release	Professor of Agriculture	5/16/87	\$33,486.00/9 months
ROBINSON, BARRY JO	Wage Payroll	Laborer	5/26/86 - 6/18/86	\$3.50/hr.
ROBINSON, BARRY JO	Resignation	Laborer	5/31/86	\$3.50/hr.
STACY, JAY C.	Wage Payroll	Laborer	5/26/86 - 6/18/86	\$3.50/hr.

Ag./Nat. Resources-Mining Tech
PATRICK, W. CHARLESTransfer
Promotion
Salary Adjustment
Title Change
ReplacementFrom Assist. Professor,
Dept. of Agriculture and
Natural Resources to
Coord. Mining Program
(Replacing Daniel Cameron
\$29,555.00)

7/1/86

\$28,500/11 months
(\$1,000.00/inc.)Home Economics
HERALD, DEBORAH C.Standing I
Promotion
Salary Adjustment
Title Change
ReplacementAssist. Professor of
Home Economics
(Replacing Joan McCreavy,
\$21,500.00)

8/22/86

\$22,785.00

MOREHEAD, RICK LEE

Standing I
ReplacementInstructor (Replacing
Laura F. Dixon, \$19,750)

8/22/86

\$20,000.00

SHANER, J. MICHAEL

Release

From Dept. Chair of Home
Economics to Associate
Professor of Home Econ.

5/16/87

\$31,855.00/9 months
(\$5,225.00/dec.)

07/07/86

PERSONNEL ACTIONS

Page: 016

07/01/86 thru 06/30/86

Administrative Unit/
Name

----- Action -----

----- Description -----

Effective
Date

----- Salary -----

APPLIED SCI. & TECH., COLL. OF

Ind. Educ. & Technology

BARON, GERALD THOMAS

Resignation

Associate Professor of
Industrial Education

8/1/86

\$28,479.00

RUSSELL, GREGORY R.

Standing I
ReplacementAssistant Professor of
Industrial Ed. & Tech.
(Replacing Don Cain,
\$26,500.00)

8/22/86

\$25,200.00

Nursing & Allied Health
DARLING, JACKLYNN KAY

Supplementary II

Instructor of Radiologic
Tech. (Radiological
Tech. Intern Program
AHFS Project during June
1986)

6/1/86 - 6/30/86

\$400.00

MUSE, JULY KAY

Standing I
Probation
ReplacementSecretary I (Replacing
Rhonda Kegley-Jones,
\$8,925.00)

6/9/86

\$9,105.00

Martiki Research Project
HOWARD, DONNIE KAY

Wage Payroll

Laborer

6/9/86 - 6/30/86

\$3.50/hr.

PELPHREY, WILLIAM W.

Wage Payroll

Student Coop.

6/9/86 - 8/23/86

\$3.35/hr.

07/07/86

PERSONNEL ACTIONS

Page: C17

06/01/86 thru 06/30/86

Administrative Unit/ Name	Action	Description	Effective Date	Salary
ADMIN. & FISCAL SER., DIV. OF				
<u>Off. Budget & Mgt. Info. Serv.</u>				
STAHLEY, MARK OTTO	Probation Completed	Budget/Policy Analyst	5/7/86	\$23,000.00
TOELLE, VERNON DEAN	Probation Completed	Research Assistant	5/25/86	\$15,000.00
<u>Office of Business Services</u>				
SMITH, PHILIP RALPH	Probation Completed	Accountant I	6/10/86	\$15,000.00
<u>Office of Safety and Security</u>				
MUSIC, ERNEST JAMES	Retirement	Associate Director	5/31/86	\$21,969.00
<u>Physical Plant Administration</u>				
AUXIER, GEORGE	Probation Completed	Trades Superintendent	6/1/86	\$23,000.00
<u>Build. Maint.-Mechanical Shop</u>				
COMBESS, LOUIS R	Resignation	Environmental Control Technician	6/30/86	\$13,606.00
<u>Build. Maint.-Carpenters</u>				
HITCH, STEVE WILLIAM	Wage Payroll	Painter	6/23/86 - 12/23/86	\$5.00/hr.
WHITE, TERRY E	Wage Payroll	Painter	6/11/86 - 8/22/86	\$3.35/hr.

07/07/86

PERSONNEL ACTIONS

Page: 018

06/01/86 thru 06/30/86

Administrative Unit/ Name	Action	Description	Effective Date	Salary
ADMIN. & FISCAL SER., DIV. OF				
<u>Build. Maint.-Carpenters</u>				
WHITT, CHARLES	Wage Payroll Resignation	Carpenter	5/30/86	\$6.00/hr.
<u>Landscaping & Grounds Maint.</u>				
QUINN, PHILLIP NOLAN	Wage Payroll Resignation	Groundsman	6/3/86	\$3.35/hr.
<u>Custodial</u>				
PORTER, RODNEY RIGGLE	Retirement	Custodian	6/31/86	\$10,465.00
<u>Office of Food Services</u>				
JOHNSON, JOSEPH SEAN	Wage Payroll	General Cafeteria Worker	6/8/86 - 8/9/86	\$3.35/hr.
KISSINGER, CHRISTOPHER EWING	Title Change Transfer	From Grill Supervisor to Food Service Supervisor (Replacing Lee Lewis, \$11,000.00)	6/8/86	\$11,000.00
LEWIS, SHIRLEY LEE	Title Change Transfer	From Catering Coord. to Food Service Supervisor (Replacing Christopher Kissinger, \$11,000.00)	6/8/86	\$11,000.00
RASCHE, TAMMY LOU	Wage Payroll Release	General Cafeteria Worker	6/10/86	\$3.35/hr.
SPARKMAN, JENNIFER L.	Resignation	General Cafeteria Worker	5/23/86	\$6,428.00
SWIM, FREDA SUE	Wage Payroll Release	General Cafeteria Worker	6/10/86	\$3.35/hr.

07/07/86

PERSONNEL ACTIONS

Page: 019

06/01/86 thru 06/30/86

Administrative Unit/
Name

----- Action -----

----- Description -----

Effective
Date

----- Salary -----

ADMIN. & FISCAL SER., DIV. OF

Office of Food Services

TAYLOR, STEPHEN S

Wage Payroll

General Cafeteria Worker

6/8/86 - 8/9/86

\$3.35/hr.

Golf Course

HOWARD, STEVEN EDWARD

Wage Payroll

Golf Shop Clerk

6/3/86 - 6/13/86

\$3.35/hr.

OTHER PERSONNEL ACTIONS

Office of the President

ALBRIGHT, A. D.

Personal Services
Contract

Consultant

6/1/86 - 6/30/86

\$275.00/per day