

M I N U T E S

BOARD OF REGENTS

MOREHEAD STATE UNIVERSITY

February 20, 1987

The Board of Regents of Morehead State University met for a regular quarterly meeting on Friday, February 20, 1987, at 10:30 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 Mr. Wheeler gave the invocation.

ROLL CALL

On roll call, the following members were present: Chairman Nunn, Mr. Aker, Mr. Carr, Mr. Cassady, Dr. Duncan, Mr. Seaton, and Mr. Wheeler. Also, present were Board legal counsel, Mr. F. C. Bryan, and ex officio members, Mr. Jacobs and Mr. Phelps.

OATH OF OFFICE

The oath of office was administered by Circuit Judge J. M. Richardson to Governor Nunn and Judge Aker who were reappointed by Governor Martha Layne Collins for terms ending March 31, 1990.

APPROVAL OF MINUTES

Mr. Seaton moved, seconded by Mr. Wheeler, that the Minutes of the November 14, 1986, meeting be approved as submitted. Motion was unanimously approved.

REPORTS OF PRESIDENT

Motion by Mr. Cassady, seconded by Mr. Seaton, that the Board take the following actions on the Reports of the President:

(Additional Background Information on each Report is attached to these Minutes and marked V-1 thru V-5)

FIXED ASSET INVENTORY/ APPRAISAL

Accept the report of the study conducted by American Appraisal Associates on the Fixed Asset Inventory/Appraisal.

BOND SALE

Accept the report on the sale of \$3,160,000 Consolidated Educational Buildings Revenue Bonds, Series H.

LIABILITY
INSURANCE

Receive the report on the steps that have been initiated by the University to secure adequate professional liability insurance coverage for its faculty, administrators and Board members.

PRELIMINARY
88-90 CAPITAL
CONSTRUCTION
REQUEST

Receive the preliminary report on the University's \$36.1 million capital construction request for the 1988-90 biennium.

FINANCIAL REPORT

Accept the financial statements for the six-month period ending December 31, 1986.

Motion unanimously carried.

Motion by Mr. Seaton, seconded by Mr. Aker, that the Board take the following actions on the Recommendations of the President:

(Additional Background Information on each Recommendation attached to these Minutes and marked VI-A thru VI-C-2)

NAMING OF
BASKETBALL ARENA

Ratify the telephone canvass taken on February 2 and 3 to name the basketball arena in the Academic-Athletic Center the Ellis T. Johnson Arena in honor of former coach and athletic director Ellis T. Johnson.

BUDGET POLICIES

Approve budget policies to be used as guidelines in the allocation of resources for the 1987-88 fiscal year.

PERSONNEL
ACTIONS

Approve the Personnel Actions for the period of November 1, 1986, thru January 31, 1987.

86-87 AUDIT
CONTRACT

Approve the awarding of the 1986-87 fiscal year audit contract to Kelley, Galloway and Company pending approval by the Commonwealth of Kentucky Auditor of Public Accounts and the Personnel Service Contract Review Committee of the Legislature.

WAGE AND
SALARY CLASSI-
FICATION SYSTEM
FOR STAFF

Approve the development of a Wage and Salary Classification System for staff for implementation by July 1, 1988.

And, further, that the University be authorized to obtain outside assistance as necessary in the development of the system.

The proposed Wage and Salary Classification System and supporting policies will be submitted to the Board for consideration prior to implementation.

UNIVERSITY FARM

Accept the auditor's report and the recommendations contained therein of the special and detailed examination conducted by Kelley, Galloway and Company of the University Farm.

EMERITUS RANK

Approve the granting of Emeritus Rank to Associate Professor Victor A. Venettozzi upon his retirement in May, 1987.

TEMPORARY
SUSPENSION OF
B.A. DEGREE IN
COMMERCIAL ART

Approve the temporary suspension of the B. A. degree in Commercial Art.

Motion carried with Dr. Duncan asking to be disqualified from voting due to reference to him in the Personnel Actions.

EXECUTIVE
SESSION

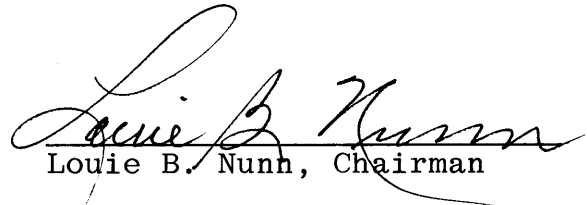
Motion by Mr. Aker, seconded by Mr. Seaton, that the Board go into executive session for the purpose of a discussion of personnel matters. The motion was adopted by the following roll call vote:

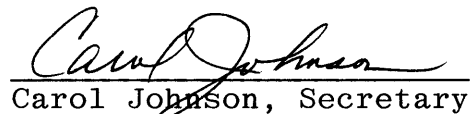
Mr. Aker	Aye
Mr. Carr	Aye
Mr. Cassady	Aye
Dr. Duncan	Aye
Mr. Seaton	Aye
Mr. Wheeler	Aye
Mr. Nunn	Aye

Nays: None

ADJOURNMENT

Following lunch and a short period in executive session, the meeting adjourned at 2:30 p.m. on motion by Mr. Wheeler and seconded by Mr. Seaton.


Louie B. Nunn, Chairman


Carol Johnson, Secretary

FIXED ASSET INVENTORY/APPRAISAL

The Board had previously approved the award of a contract to conduct a fixed asset inventory and appraisal for the University. As previously reported, the contract was awarded to American Appraisal Associates. Results of this service have been received and loaded onto the University's computing and fixed asset inventory system.

A copy of the appraisal report opinion letter from American Appraisal Associates is attached.

Attachment



AMERICAN APPRAISAL ASSOCIATES, INC. Corporate Headquarters 525 East Michigan Milwaukee, WI 53201-0664 Area 414:271-7240

VALUATION • CONSULTING

November 1, 1986

Morehead State University
Morehead, Kentucky

We have made an inspection and appraisal of certain property exhibited to us as that of:

located at: Morehead State University
Morehead, Kentucky

The purpose of our investigation was to express our opinion of the cost of reproduction new and the cost of reproduction new less depreciation of the subject property for insurance purposes as of September 30, 1986.

In addition, for property accounting purposes, we have included our opinion of the estimated original costs, estimated dates of acquisition and calculated depreciation based on these estimates.

Our investigation included machinery and equipment, office furniture and accessories, and business machines. Excluded from consideration were supplies, inventories, University records, land improvements, vehicles, objects of art and artifacts, personal property of faculty, staff and students, and any current or intangible assets that might exist. A complete list of property excluded from consideration is part of the attached report.

Our report consists of:

This letter of certification summarizing the appraisal procedures applied in our investigation and our opinion of cost of reproduction new, cost of reproduction new less depreciation.

A schedule showing the building designations, room designations, classifications, accounts, depreciation methods and conventions and a list of property not appraised.

An EDP summary reflecting the total cost of reproduction new and cost of reproduction new less depreciation by account/classification, exclusions, and totals after exclusions for insurance purposes.

An EDP summary for each property reflecting the same information as outlined above.

A detailed inventory, in EDP format, reflecting the description, cost of reproduction new and cost of reproduction new less depreciation for each item or group of items included in the appraisal.

An EDP detailed inventory for property accounting purposes reflecting estimated original costs, dates of acquisition, and annual, projected and accumulated depreciation.

Cost of Reproduction New (CRN) is the amount required to reproduce property in like kind and materials in accordance with current market prices for materials, labor and manufactured equipment, contractors overhead and profit, and fees, but without provision for overtime bonuses for labor and premiums for material or equipment based upon reproducing the entire property at one time. In insurance industry terminology, cost of reproduction new, as defined above, is synonymous with the insurance phrase - cost of replacement new.

Cost of Reproduction New Less Depreciation, for insurance coverage, is based upon the cost of reproduction new, as defined, less an allowance for accrued depreciation as evidenced by observed condition in comparison with new units of like kind with consideration of physical deterioration and functional and economic factors deemed relevant for insurance purposes. When applicable, we also considered machinery and equipment prices from dealers reflecting value in operative condition, plus an allowance for freight and installation. Cost of Reproduction New less Depreciation (CRNLD) is synonymous with Actual Cash Value for insurance purposes.

The estimated dates of acquisition and estimated original costs were developed from information provided, our inspection of the property, and accepted appraisal costing techniques relating current cost of reproduction new to historical cost of reproduction. No attempt was made nor contemplated to reconcile estimated original cost and estimated dates of acquisition with existing records.

Depreciation methods and conventions for property accounting were applied to the estimated dates of acquisition and estimated original cost. No attempt was made nor contemplated to reconcile the accumulated reserve for depreciation and annual provision with any existing records.

We have not taken into consideration the replacement of property to conform with building codes, ordinances, and other legal restrictions; the cost of demolition in connection with reconstruction; or the removal of destroyed property.

For your reporting convenience, we have included musical instruments, and Reed Hall audio-visual equipment using quantities, descriptions and values provided by your staff. We did not inspect these items or verify the information provided.

Accordingly, our opinion of the cost of reproduction new and the cost of reproduction new less depreciation for insurance purposes as of September 30, 1986 is:

	<u>CRN</u>	<u>CRNLD</u>
Totals	21,932,042	16,340,668
Exclusions	-0-	-0-
Total less Exclusions	21,932,042	16,340,668

Our opinion of the estimated original cost, accumulated depreciation, and annual provision for depreciation for property accounting purposes for the year ending June 30, 1986 is:

	<u>Estimated Original Cost</u>	<u>Accumulated Depreciation</u>	<u>Annual Provision</u>
Totals:	13,409,288.01	7,538,711.59	934,081.72

Since we were not furnished with the applicable insurance forms, we determined the insurance exclusions from our experience with similar properties. We recommend you consult with your insurance agent to review these exclusions.

In the event of a partial loss, the amount of the loss may be based upon repair cost, which is usually higher than cost of reproduction new for the damaged property. We have not taken into consideration conformance with building codes and other legal restrictions, or the cost of demolition and removal of affected property before reconstruction in the event of a loss.

In the event of an insured loss, please advise us promptly to enable us to assist you as required, in preparing your proof of loss statement.

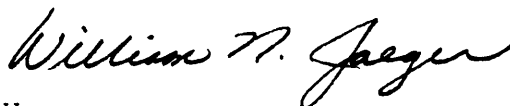
We have made no investigation of and assume no responsibility for title to or liabilities against the property appraised.

We have no present or contemplated future interest in the property appraised nor any personal interest or bias on the subject matter or the parties involved in the appraisal.

This appraisal is subject to the limiting and general service conditions attached to this report.

Respectfully submitted,

AMERICAN APPRAISAL ASSOCIATES, INC.

A handwritten signature in cursive script, reading "William N. Jaeger".

By

William N. Jaeger, ASA
Manager - Public Sector Group

Responsible Appraiser:
Jerome Meyer

BOND SALE

On December 16, 1986, bids were received and opened for \$3,160,000, Morehead State University Consolidated Educational Buildings Revenue Bonds, Series H. Bids received were as follows:

<u>Bidder</u>	<u>Interest Rate</u>
Prudential-Bache Securities	6.780188%
J. C. Bradford and Company	6.86053 %
Seasongood and Mayer	6.8755 %

Based on the above information, the Series H Bonds were sold to Prudential-Bache Securities. Closing for the bond sale was held on January 21, 1987, and the funds deposited in the construction account held by the Executive Department for Finance and Administration.

LIABILITY INSURANCE

Faculty, administrators and Board members continue to function without adequate professional liability insurance coverage. Attempts to obtain errors and omissions insurance coverage for our employees and board members that would cover personnel related actions by employees or directors of the university which result in litigation have been unsuccessful. Our present professional liability insurance coverage is with Surplus Line Assurance Company and expires April 30, 1987. We have received notice from the company of their intention not to renew the policy. Though the present policy excluded from coverage personnel related actions by employees, or directors of the university, the policy would provide protection for student related actions which result in litigation.

However, steps have been initiated by Morehead State, Murray State, Eastern Kentucky University, Western Kentucky University, Northern Kentucky University, the University of Louisville and the University of Kentucky for the establishment of a consolidated insurance program. The group is currently investigating the possibility and feasibility of a group program, underwriting a deductible with a central fund established and contributed to by each university. As a preliminary step, the group has advertised for proposals from firms for an actuarial and an associated services study of each university. This study should better define the insurance needs and risks for the university and is the first step toward self insurance. The actuarial should be selected within the next few weeks.

PRELIMINARY 1988-90 CAPITAL CONSTRUCTION REQUEST

The \$3,160,000 Bond Issue authorized by the Board of Regents in November 1986, will provide the Morehead State University campus with the first significant outlay of capital construction funds since the 1974 General Assembly appropriated funds for the construction of the Academic-Athletic Center. Other than funds to address fire safety, handicapped access, and environmental concerns, the University has not received funds from the state nor has the University had the means to internally allocate funds for any major renovation or major deferred maintenance projects until this year. Though the \$3.16 million bond issue will enable the University to correct roof problems; heating, ventilation, and air-conditioning (HVAC) system problems; improve the campus accessibility by the handicapped; expand the energy management system; and correct problems in the heating and water plant, most of the institution's 1986-88 capital construction request to the state went unfunded.

Even with these corrections, major problems remain for Morehead State University's Physical Plant. All of the facilities on campus, with the exception of the Academic-Athletic Center, are approaching twenty years old and many are much older. Remaining problems include: HVAC systems which are ineffective, inefficient, and are at the end of their useful life; roofs which are leaking and over 20 years old; elevators which are over 20 years old and in poor operating condition; PCB-contaminated transformers located in several facilities; presence of asbestos-containing materials which may be a safety hazard, and facilities that do not meet current fire safety and handicapped accessibility codes.

Perhaps the most pressing problem exists with the University's heating plant and utility distribution system. The campus is heated by steam from coal-fired boilers. The steam, along with high-voltage electric, is distributed throughout campus in an underground utility tunnel. Also, located in the tunnel are computer cables, telephone lines, and TV cables. Except for a new section of tunnel extending to the Academic-Athletic Center, the steam distribution system is in very poor condition, creating a very hot and highly moisturized atmosphere within the tunnel. This condition has caused the rapid deterioration of the steam lines, the high-voltage electric lines, and the computer, telephone, and TV cables, creating numerous

Preliminary 1988-90 Capital Construction Request
Page Two

heating, electrical and communication interruptions for the institution. The presence of asbestos-containing insulation on the steam lines is also a problem. Preliminary discussions with the state concerning the possibility of obtaining Emergency Maintenance Funds to begin the project before July 1, 1988, have been held. We are in the process of providing the state with additional information from the engineering study recently conducted on the tunnel.

Other plant needs include the renovation of classroom and laboratory facilities, expansion of facilities for the four-year Veterinary Technology program, and the renovation and reprogramming of three old residence halls (presently not in use) for use as classrooms and offices, continuing education programs, regional services, administrative offices, library, storage, and married student apartments.

The preliminary estimate on the cost of these improvements, plus numerous other safety, environmental, deferred maintenance and reconstruction is \$36,120,000

MOREHEAD STATE UNIVERSITY
Preliminary Capital Construction Request
Summary of Projects for 1988-90 Biennium

	<u>Cost Estimate</u>
DEFERRED MAINTENANCE PROJECTS	
Roof Repairs/Replacements	\$ 1,000,000
HVAC Repairs/Replacements	3,700,000
Elevator Repairs/Replacements	<u>660,000</u>
Total/Deferred Maintenance	\$ 5,360,000
 MAJOR RENOVATION PROJECTS	
Utility Tunnel Renovation	\$ 5,400,000
Boiler Renovation	450,000
Mignon Complex Screen Block Replacement	800,000
Lappin Hall Renovation	2,500,000
Reed Hall Renovation	400,000
Mays Hall Renovation	3,200,000
Butler Hall Renovation	2,200,000
Thompson Hall Renovation	3,080,000
Fields Hall Renovation	3,080,000
Combs Classroom Building Renovation	500,000
Downing Hall Renovation	1,200,000
Breckinridge Hall Renovation	1,800,000
Wetherby Gym Renovation	300,000
Energy Management System Expansion	<u>240,000</u>
Total/Major Renovation	\$ 25,150,000
 SAFETY PROJECTS	
Replacement of PCB-Contaminated Transformers	\$ 1,100,000
Asbestos Abatement	600,000
Fire Safety/Sprinkler Systems	1,450,000
Replacement of Fire Alarm Systems	<u>350,000</u>
Total/Safety	\$ 3,500,000
 HANDICAPPED ACCESSIBILITY PROJECTS	
Breckinridge Hall Handicapped Accessibility	\$ 300,000
Restroom Renovations	<u>360,000</u>
Total/Handicapped Accessibility	\$ 660,000
 NEW CONSTRUCTION PROJECTS	
Warehouse/Storage Facility	\$ 700,000
Veterinary Technology Building Expansion	<u>750,000</u>
Total/New Construction	\$ 1,450,000
 TOTAL CAPITAL CONSTRUCTION REQUEST	 <u>\$ 36,120,000</u>

Project: Elevator Repairs/Replacements

Description: This project includes the replacement of controllers and door operators on elevators in Ginger Hall, Cartmell Hall, Alumni Tower, Nunn Hall, and Mignon Hall; the replacement of elevator controller in Lloyd Cassity Building; and the installation of vandal-proof fixtures on elevators in Alumni Tower, Cartmell Hall, and Mignon Tower. The elevators in each of these facilities are twenty (20) or more years old and are not operating effectively.

Cost Estimate: \$660,000

MAJOR RENOVATION PROJECTS

Project: Utility Tunnel Renovation

Description: The utility Tunnel contains the steam distribution system, the high-voltage electrical distribution system, computer cable, telephone lines, and T.V. cable. Construction of the existing tunnel and systems within began in 1935 and has been extended as the campus expanded. Except for the section of tunnel from Normal Hall to the Academic-Athletic Center, the steam distribution system within the tunnel is in very poor condition creating poor operating efficiency of our heating plant and the very rapid deterioration of high-voltage electric lines, computer cables, telephone lines and T.V. cables. Compounding the problem is the presence of asbestos-containing insulation which is also in very poor condition. The condition of the utility tunnel and the systems within pose a potential hazardous situation for Morehead State University.

Cost Estimate: \$5,400,000

Project: Boiler Renovation

Description: This project includes the modification of existing boilers and installation of material handling equipment to permit the utilization of woody-biomass products and coal in producing steam for Morehead State University.

Cost Estimate: \$450,000

Project: Mignon Complex Screen Block Replacement

Description: Original poor design and installation of decorative screen blocks at Mignon, East Mignon, and West Mignon residence halls has created high maintenance cost and unsafe conditions. Blocks need to be removed and replaced with either glass, ornamental metal, precast concrete, or dryfit wall system.

Cost Estimate: \$450,000 to \$800,000 - (dependent on material used)

Project: Lappin Hall Renovation

Description: Renovation of Science and Mathematics facility will include installation of new roof; refurbishing of exterior of old section; refurbishing of interior; replacement of windows, replacement and upgrading of HVAC, electrical, and plumbing systems; and upgrading of facility to meet all current safety and handicap access code requirements.

Cost Estimate: \$2,500,000

Project: Reed Hall Renovation

Description: Renovation of the parking garage will permit utilization as classroom and office space for the Nursing Department. This project also includes the upgrading of HVAC, electrical, and plumbing systems in Construction Technology Laboratories located on the ground floor.

Cost Estimate: \$400,000

Project: Mays Hall Renovation

Description: Renovation of this 1937 residence hall, which is being used for storage of surplus property, will permit utilization as classroom and office space for Business & Economics and continuing education center. Renovation includes refurbishing of exterior; redesign and refurbishing of interior; replacement of HVAC, electrical, and plumbing systems; and upgrading of facility to meet all current safety and handicap access code requirements.

Cost Estimate: \$3,200,000

Project: Butler Hall Renovation

Description: Renovation of this 1961 residence hall will permit utilization as housing for continuing education and conference activities. Renovation includes refurbishing of exterior; redesign and refurbishing of interior; replacement of HVAC, electrical, and plumbing systems; and upgrading of facility to meet all current safety and handicap access code requirements

Cost Estimate: \$2,200,000

Project: Reed Hall Renovation

Description: Renovation of the parking garage will permit utilization as classroom and office space for the Nursing Department. This project also includes the upgrading of HVAC, electrical, and plumbing systems in Construction Technology Laboratories located on the ground floor.

Cost Estimate: \$400,000

Project: Mays Hall Renovation

Description: Renovation of this 1937 residence hall, which is being used for storage of surplus property, will permit utilization as classroom and office space for Business & Economics and continuing education center. Renovation includes refurbishing of exterior; redesign and refurbishing of interior; replacement of HVAC, electrical, and plumbing systems; and upgrading of facility to meet all current safety and handicap access code requirements.

Cost Estimate: \$3,200,000

Project: Butler Hall Renovation

Description: Renovation of this 1961 residence hall will permit utilization as housing for continuing education and conference activities. Renovation includes refurbishing of exterior; redesign and refurbishing of interior; replacement of HVAC, electrical, and plumbing systems; and upgrading of facility to meet all current safety and handicap access code requirements

Cost Estimate: \$2,200,000

Project: Thompson Hall Renovation

Description: Renovation of this 1927 residence hall, which is not in use, will permit utilization as efficiency apartments for married students. Project will include refurbishing of exterior; redesign and refurbishing of interior; replacement of HVAC, electrical, and plumbing systems; and upgrading of facility to meet all current safety and handicap access code requirements.

Cost Estimate: \$3,080,000

Project: Fields Hall Renovation

Description: Renovation of this 1927 residence hall, which is not in use, will permit utilization as administrative offices and expansion of library. Renovation includes refurbishing of exterior; redesign and refurbishing of interior; replacement of HVAC, electrical, and plumbing systems; and upgrading of facility to meet all current safety and handicap access code requirements.

Cost Estimate: \$3,080,000

Project: Combs Classroom Building Renovation

Description: Renovation of first floor of Combs Classroom Building will permit relocation of Computing Center to this facility. This project will include minor interior renovation and upgrading of HVAC, electrical, and fire safety systems.

Cost Estimate: \$500,000

Project: Downing Hall Renovation

Description: Renovation of this athletic dormitory, which is not in use, will permit utilization as efficiency apartments for married students. Renovation includes refurbishing of exterior; redesign and refurbishing of interior; replacement and/or repair of HVAC, electrical, and plumbing systems; and upgrading of facility to meet all current safety and handicap access code requirements.

Cost Estimate: \$1,200,000

Project: Breckinridge Hall Renovation

Description: Renovation of the third floor of the old section will permit further utilization as classrooms and offices. Renovation of auditorium will permit utilization by Theatre program. Renovation will also include the upgrading of HVAC, electrical, and plumbing systems and upgrading of facility to meet all current safety and handicap access code requirements.

Cost Estimate: \$1,800,000

Project: Wetherby Gym Renovation

Description: Renovation of gym will permit utilization as a recreation center which will include indoor track, handball courts, and other recreation areas.

Cost Estimate: \$300,000

Project: Energy Management System Expansion

Description: This project includes the installation of computerized energy management systems in the following facilities: Cartmell Hall, Alumni Tower, Nunn Hall, and Mignon Complex. Pay-back is expected in four (4) years or less from energy savings generated by this project.

Cost Estimate: \$240,000

SAFETY PROJECTS

Project: Replacement of PCB Contaminated Transformers

Description: This project includes the replacement of thirty (30) PCB contaminated transformers with non-PCB transformers as mandated by EPA. EPA's final rule (40-CFR-Part 761) prohibits the use of high secondary voltage (480 volts and above) network PCB transformers (electrical transformers containing 500 parts per million or greater PCBs) in or near commercial buildings after October 1, 1990.

Cost Estimate: \$1,100,000

Project: Asbestos Abatement

Description: This project includes the removal of hazardous, friable asbestos-containing materials. Surveys and tests to identify problem areas are currently being conducted by Analytical Management Incorporated. Final reports, with recommendations, are to be submitted to Morehead State University in March 1987.

Cost Estimate: \$600,000

Project: Fire Safety/Sprinkler Systems

Description: This project includes the installation of sprinkler systems as required by current fire code and as recommended by the Division of Engineering in the following facilities: Mignon Hall, Mignon Tower, East Mignon Hall, West Mignon Hall, Cartmell Hall, Alumni Tower, Nunn Hall, Cooper Hall, Regents Hall, Wilson Hall and Waterfield Hall.

Cost Estimate: \$1,450,000

Project: Replacement of Fire Alarm Systems

Description: This project includes the installation of new fire alarm systems to meet current code requirements in the following facilities: Adron Doran University Center, Laughlin Health Building, Ginger Hall, Cartmell Hall, Mignon Complex, Nunn Hall and Alumni Tower.

Cost Estimate: \$350,000

HANDICAPPED ACCESSIBILITY PROJECTS

Project: Breckinridge Hall Handicapped Accessibility

Description: This project includes the installation of elevators or an elevator and chair lifts to provide full accessibility of facility for the handicapped.

Cost Estimate: \$200,000 - \$300,000 (dependent on final plans)

QUARTERLY FINANCIAL REPORT

Recommendation:

That the Board accept the financial statements as submitted.

Background:

Kentucky Revised Statutes require that financial reports be provided to the Board on a quarterly basis. These reports have been prepared by Michael R. Walters, CPA, Director of Business Services.



BUSINESS SERVICES

207 HOWELL-MCDOWELL AD. BLDG.
MOREHEAD, KENTUCKY 40351
TELEPHONE 606-783-2115

December 31, 1986

Dr. A. D. Albright, President
Members of the Board of Regents
Morehead State University
Morehead, KY 40351

Dear Dr. Albright and Members of the Board:

I am submitting the Balance Sheets of Morehead State University as of December 31, 1986, and the related Statement of Current Funds Revenue and Expenditures for the six months then ended. These statements have been prepared on an accrual basis and present fairly the financial position of Morehead State University.

Respectfully submitted,

Michael R. Walters, CPA

MRW:cb

Statement of Current Fund Revenues and Expenditures

Page: 001

Morehead State University

For the 8 months ending 12/31/86

	Unrestricted	Restricted	Total
REVENUES			
Tuition and Fees	6,416,461.75	0.00	6,416,461.75
Gov't Appropriations	11,090,852.33	0.00	11,090,852.33
Private Gifts	0.00	0.00	0.00
Indirect Cost Reimb	4,382.15	0.00	4,382.15
S&S of Ed Activities	288,205.53	0.00	288,205.53
Other Sources	282,727.32	0.00	282,727.32
Auxiliary Enterprise	4,531,010.02	0.00	4,531,010.02
Restricted Current	0.00	3,149,657.98	3,149,657.98
Total CURRENT REVENUES	22,613,639.10	3,149,657.98	25,763,297.08
EXPENDITURES AND MANDATORY TRANSFERS			
EDUCATION AND GENERAL			
INSTRUCTION	5,629,963.38	560,988.33	6,190,951.71
RESEARCH	2,301.88	23,705.27	26,007.15
PUBLIC SERVICE	318,958.86	431,281.90	750,240.76
LIBRARY	693,302.95	43,377.81	736,680.76
ACADEMIC SUPPORT	654,256.30	17,268.57	671,524.87
STUDENT SERVICES	1,576,455.29	130,841.00	1,707,296.29
INSTITUTIONAL SUPPORT	3,126,204.77	48,436.69	3,174,641.46
OPERATIONS AND MAINTENANCE OF PLANT	1,994,980.58	3,348.37	1,998,328.95
STUDENT FINANCIAL AID PROGRAM	542,783.21	1,555,074.00	2,097,857.21
Sub-Total EDUCATION AND GENERAL	14,539,207.22	2,814,321.94	17,353,529.16
MANDATORY TRANSFERS	892,915.75	0.00	892,915.75
Total EDUCATION AND GENERAL	15,432,122.97	2,814,321.94	18,246,444.91
AUXILIARY ENTERPRISES			
EXPENDITURES	2,719,621.14	123,465.11	2,843,086.25
MANDATORY TRANSFERS	662,481.57	0.00	662,481.57
Total AUXILIARY ENTERPRISES	3,382,102.71	123,465.11	3,505,567.82
Total EXPENDITURES AND MANDATORY TRANSFERS	18,814,225.68	2,937,787.05	21,752,012.73

MOREHEAD STATE UNIVERSITY
FY 1986-87 BALANCE SHEET
DEC 31, 1986

PAGE: 00.

1 Current Funds	ASSETS CURRENT YEAR
10 Unrestricted	
101 Cash	4,585,648 91
102 Accounts Receivable	5,194,949 19
103 Inventories	1,169,978 18

TOTAL Unrestricted	10,950,576 28

11 Restricted Current	
101 Cash	888,177 51
102 Accounts Receivable	398,826 77

TOTAL Restricted Current	1,287,004 28

TOTAL Current Funds	12,237,580 56
	=====

	LIABILITIES & FUND BALANCE CURRENT YEAR

10 Unrestricted	
201 Accounts Payable	37,008 90
202 Accrued P/R W/H	341,034 48
205 Due To Other Funds	737,503 01
206 Other Accruals	5,777 93
209 Contingent Liability	591,355 18

TOTAL LIABILITIES	1,712,679 50
301 Fund Balance	9,237,896 78

TOTAL Unrestricted	10,950,576 28

11 Restricted Current	
201 Accounts Payable	707,913 58
202 Accrued P/R W/H	32,490 79
203 Unearned Revenues	234,722 82
205 Due To Other Funds	0 00
206 Other Accruals	0 00

TOTAL LIABILITIES	975,127 19
303 Rest. Fund Balance	311,877 09

TOTAL Restricted Current	1,287,004 28

TOTAL Current Funds	12,237,580 56

MOREHEAD STATE UNIVERSITY
FY 1986-87 BALANCE SHEET
DEC. 31, 1986

PAGE: 002

2 Loan Funds	ASSETS		LIABILITIES & FUND BALANCE	
	CURRENT YEAR		CURRENT YEAR	
20 NDSL			20 NDSL	
101 Cash	385,998 29		201 Accounts Payable	0 00
102 Accounts Receivable	2,501,972 85		205 Due To Other Funds	0 00
			TOTAL LIABILITIES	0.00
			302 Loan Fund Balance	2,887,971.14
TOTAL NDSL	2,887,971 14		TOTAL NDSL	2,887,971 14
21 Nursing Loans			21 Nursing Loans	
101 Cash	14,408 52		201 Accounts Payable	0 00
102 Accounts Receivable	75,137 69		TOTAL LIABILITIES	0.00
			302 Loan Fund Balance	89,546 21
TOTAL Nursing Loans	89,546 21		TOTAL Nursing Loans	89,546 21
TOTAL Loan Funds	2,977,517 35		TOTAL Loan Funds	2,977,517 35

MOREHEAD STATE UNIVERSITY
 FY 1986-87 BALANCE SHEET
 DEC. 31, 1986

PAGE: 003

3 Endowment Funds	ASSETS		LIABILITIES & FUND BALANCE	
	CURRENT YEAR		CURRENT YEAR	
30 Endowment			30 Endowment	
101 Cash	1,739 40		301 Fund Balance	2,441.98
102 Accounts Receivable	702 58			
TOTAL Endowment	2,441 98		TOTAL Endowment	2,441.98
31 Fund for Excellence			31 Fund for Excellence	
101 Cash	4,833 78		301 Fund Balance	120,233.78
102 Accounts Receivable	115,400 00			
TOTAL Fund for Excellence	120,233.78		TOTAL Fund for Excellence	120,233.78
TOTAL Endowment Funds	122,675.76		TOTAL Endowment Funds	122,675.76

MOREHEAD STATE UNIVERSITY
FY 1986-87 BALANCE SHEET
DEC 31, 1986

PAGE: 004

4 Plant Funds	ASSETS CURRENT YEAR
40 Unexpended	
101 Cash	440,228 03
102 Accounts Receivable	46,000 00

TOTAL Unexpended	486,228 03

41 Renewal/Replacement	
101 Cash	514,035 18
102 Accounts Receivable	57,015 71

TOTAL Renewal/Replacement	571,050 89

42 Ret. of Indebtedness	
101 Cash	1,601,144 75
102 Accounts Receivable	1,609,427 74

TOTAL Ret. of Indebtedness	2,610,572 49

43 Investment In Plant	
109 Fixed Assets	92,203,892 28

TOTAL Investment In Plant	92,203,892 28

TOTAL Plant Funds	95,871,743 69
	=====

	LIABILITIES & FUND BALANCE CURRENT YEAR
40 Unexpended	
201 Accounts Payable	7,992 00
TOTAL LIABILITIES	7,992 00
304 Plant Fund Balance	478,236. 03
TOTAL Unexpended	486,228. 03
41 Renewal/Replacement	
304 Plant Fund Balance	571,050. 89
TOTAL Renewal/Replacement	571,050. 89
42 Ret. of Indebtedness	
304 Plant Fund Balance	2,610,572. 49
TOTAL Ret. of Indebtedness	2,610,572. 49
43 Investment In Plant	
208 Long Term Liabilites	24,460,000 00
TOTAL LIABILITIES	24,460,000 00
304 Plant Fund Balance	67,743,892. 28
TOTAL Investment In Plant	92,203,892. 28
TOTAL Plant Funds	95,871,743. 69

MOREHEAD STATE UNIVERSITY
FY 1986-87 BALANCE SHEET
DEC 31, 1986

PAGE: 005

5 Agency Funds	ASSETS CURRENT YEAR
50 Club Accounts	
101 Cash	36,573 80
TOTAL Club Accounts	36,573 80
51 Scholarship Account	
101 Cash	130,279 65
102 Accounts Receivable	0 00
TOTAL Scholarship Account	130,279 65
52 Deposit Account	
101 Cash	156,884 10
102 Accounts Receivable	0 00
TOTAL Deposit Account	156,884 10
53 Consolidated Agency	
101 Cash	449,984 28
102 Accounts Receivable	250,646 64
TOTAL Consolidated Agency	700,630 92
54 Federal Programs	
101 Cash	0 00
TOTAL Federal Programs	0 00
TOTAL Agency Funds	1,024,368 47

	LIABILITIES & FUND BALANCE
	CURRENT
	YEAR
50 Club Accounts	
201 Accounts Payable	2,193 78
204 Deposits Held/Others	34,380 02
205 Due To Other Funds	0 00
TOTAL LIABILITIES	36,573 80
TOTAL Club Accounts	36,573 80
51 Scholarship Account	
201 Accounts Payable	70,942 00
204 Deposits Held/Others	59,337 65
TOTAL LIABILITIES	130,279 65
TOTAL Scholarship Account	130,279 65
52 Deposit Account	
201 Accounts Payable	7,612 25
204 Deposits Held/Others	149,271 85
TOTAL LIABILITIES	156,884 10
TOTAL Deposit Account	156,884 10
53 Consolidated Agency	
201 Accounts Payable	48,256 40
204 Deposits Held/Others	644,474 52
205 Due To Other Funds	7,900 00
TOTAL LIABILITIES	700,630 92
TOTAL Consolidated Agency	700,630 92
54 Federal Programs	
204 Deposits Held/Others	0 00
TOTAL LIABILITIES	0 00
TOTAL Federal Programs	0 00
TOTAL Agency Funds	1,024,368 47

NAMING OF BASKETBALL ARENA

Recommendation:

That the Board ratify the telephone canvass taken on February 2 and 3 to name the basketball arena in the Academic-Athletic Center the Ellis T. Johnson Arena in honor of former coach and athletic director Ellis T. Johnson.

Background:

Ellis T. Johnson spent 17 years at MSU as athletic director and head basketball and head football coach. His tenure as head coach in each sport has not been matched.

Ellis T. Johnson won more football games (54) and more basketball games (176) than any other coach in the history of the institution.

Mr. Johnson was responsible for MSU becoming a charter member of the Ohio Valley Conference and, in fact, is regarded as one of the five founders of the league. Thanks to MSU, he is a member of the OVC Hall of Fame.

Mr. Johnson was also responsible for MSU becoming a member of the NCAA at a critical point in the institution's athletic history.

Ellis T. Johnson, a native of Morehead, was among the first group of inductees into the MSU Athletic Hall of Fame. These accomplishments and honors befit the naming of the basketball arena in the Academic-Athletic Center the Ellis T. Johnson Arena.

FY 88 BUDGET DEVELOPMENT POLICIES

Recommendation

That the Board of Regents approve the policies as attached to guide the institution in the development of the FY 88 Operating Budget.

Background

In an attempt to provide the administration with guidance for developing the FY 88 Operating Budget, a series of budget policies have been developed. These policies have been reviewed within the University and represent guidelines which the University will utilize to allocate resources for the 1987-88 fiscal year.

Development of the FY 88 Operating Budget

The FY 88 Operating Budget will be developed using as a guide basic policy statements that will reflect institutional priorities for the allocation of resources for the successful conduct of the institutional mission:

THE ENVIRONMENT

For the first time in a number of years, the revenue forecast will be reflective of a stabilized student enrollment. Enrollment is expected to reach the fall 1986 headcount;

Though the institutional staffing pattern for faculty is adequate to respond appropriately to current enrollment levels, a reallocation of positions may be necessary, when possible, to reduce enrollment pressures in high demand areas and to strengthen existing institutional programs;

Ample classroom, office, and residential space exists on campus for the institution to serve the needs of students, faculty, and staff. Upgrading and modernization of equipment and facilities will remain a priority;

The institution's state appropriation will enable the University to continue basic support services, address faculty and staff retention problems and provide a sound foundation for the FY 88 Operating Budget development.

POLICY GUIDELINES

Stabilization of student costs:

The university will strive to maintain and enhance existing programs and services by restraining or minimizing student fee increases. A specific objective will be to maintain the student fee structure at FY 87 levels unless mandated otherwise by the state Council on Higher Education, or as required to continue basic services. Financial assistance programs for current eligible students will be maintained, as will programs for new students expecting to enroll at MSU.

Retention, Recruitment of Quality Faculty and Staff:

Salary equity and performance rewards will be the primary purpose of the salary incentive funds appropriated by the 1986 General Assembly. Other resources which may be available during the budget process for reallocation may also be used to supplement the state funds for salary adjustments. Recruitment

of faculty and staff possessing qualifications for the appropriate discipline or job will be an objective. The salaries for new hires should be competitive with the market.

Student Retention:

A program and plan that begins to reduce the large dropout rate of not only MSU students but also students in the secondary school systems in our service region, will receive attention and support in the FY 88 operating budget. Adequate pre-college preparation, advising and remedial education programs to meet the students' individual requirements will be provided.

Regional Instruction:

The Appalachian Consortium and other regional instructional programs to include upper division course offerings and graduate programs to nontraditional students at off-campus instructional sites will be enhanced. Funds appropriated by the 1986 General Assembly for this purpose will be utilized.

Quality Academic Programs; Program Maintenance and New Program Initiatives:

Quality academic programs, new program initiatives, and curriculum revisions are a necessity in order for MSU to appropriately and adequately meet its mission. Necessary program and curriculum changes should occur in FY 88 and resources reallocated in response to the region's educational and economic demands. Resources to address program deficiencies that might presently exist, or to fund new concepts and programs will likely not be available but must come from resources within the institution.

Institutional Assets:

This budget must insure that the progress made to upgrade instructional equipment, modernize the library and expand the computer literacy of our faculty and staff continues. Adequate resources to maintain these newly acquired assets are essential; as are the resources necessary to maintain the plant and upgrade facilities to insure an adequate learning and living environment for students, faculty, and staff.

THE BUDGET PROCESS:

The Office of Budgets and Management Information Services will be the office responsible for coordinating the budget's development. Budget instructions providing specific information regarding the availability of funds for salary increases, operating expense increases, program expansion, etc., will be issued for the campus operating units to complete. Institutional budget recommendations will be presented to the Board of Regents at a later date.

PERSONNEL ACTIONS

Recommendation:

That the Personnel Actions for the period of
November 1, 1986, thru January 31, 1987, be approved.

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.

02/06/87

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

Page: 001

11/01/86 thru 01/30/87

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Office of the President				
Office of the President				
CASKEY, LISA LUCILLE	Fixed Term II	Secretary I (Will be working 20 hours per week)	11/10/86 - 6/30/87	\$4.90/hr.
HAMILTON, CAROLYN S.	Fixed Term I Transfer New Position	From Data Entry Specialist, Office of the Vice President for Academic Affairs to Data Entry Specialist, Undergraduate Regional Prog.	12/1/86 - 6/30/87	\$13,000.00
WELLS, RANDALL L.	Supplementary I Salary Adjustment Title Change	From Professor of Ed. to Coord. of School Relations and Professor of Education	10/1/86 - 6/30/87	\$11,129.00
 Office of University Relations				
Office of University Relations				
GREER, DALE DENTON	Supplementary II	Instructor of Radio-TV (Television writer/producer)	11/24/86 - 12/13/86	\$400.00
MARSHALL, CHRISTOPHER JAMES	Wage Payroll	Lighting Technician	12/1/86 - 12/8/86	\$3.35/hr.
SALISBURY, SAMUEL DOUGLAS	Wage Payroll	Lighting Technician	12/1/86 - 12/8/86	\$3.35/hr.
 Office of Public Information				
FUOSS, PAMELA WEBB	Wage Payroll	Secretary I	1/12/87 - 2/6/87	\$6.00/hr.
FUOSS, PAMELA WEBB	Wage Payroll Release	Secretary I	1/30/87	\$6.00/hr.
GRAY, CINDY	Probation Completed	Graphics Designer	1/28/87	\$18,000.00

02/06/87

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

Page: 002

11/01/86 thru 01/30/87

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Office of University Relations				
Office of Public Information				
STEVENS, REGINA	Transfer Title Change Replacement Probation	From Clerk Typist I, Dept of IET to Secretary I, Office of Public Infor. (Replacing Kimberley Bentley, \$8,647)	2/2/87	\$10,830.00
Office of Development				
CORNETT, PEGGY MORROW	Transfer Probation Salary Adjustment Title Change Replacement	From Library Technical Asst., Camden-Carroll Library to Receptionist Typist I, Office of Dev. (Replacing Anita Musser, \$7,471)	12/1/86	\$9,100.00 (\$404.00 dec.)
Off of Director, Athletics				
Sports Information				
KISSINGER, BRENDA C.	Probation Completed	Secretary	12/8/86	\$4,986.00
Football				
BALDRIDGE, BILL JAMES	Salary Adjustment	Head Football Coach	1/1/87	\$39,917.00 (5.5% Inc.)
BALLARD, DOUGLAS MATTHEW	Salary Adjustment	Assistant Football Coach	1/1/87	\$23,367.00 (5.9% Inc.)
MARIANI, FRED P.	Salary Adjustment	Assistant Football Coach	1/1/87	\$27,779.00 (5.7% Inc.)

02/06/87

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

Page: 003

11/01/86 thru 01/30/87

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Off of Director, Athletics				
Football				
MORROW, JEFF W.	Salary Adjustment	Assistant Football Coach	1/1/87	\$22,250.00 (5.9% Inc.)
SMITH, KENNETH MICHAEL	Salary Adjustment	Assistant Football Coach	1/1/87 - 6/30/87	\$20,057.00 (6% Inc.)
ZACHARIAS, PHILIP KEITH	Salary Adjustment	Assistant Football Coach	1/1/87	\$17,840.00 (6.2% Inc.)
 Women's Softball				
DUGAN, L. CHANCELLOR	Supplementary II	Assistant Women's Basketball Coach (Additional duties assigned in regard to the women's tennis program)	11/20/86 - 5/30/87	\$1,000.00
PRATHER, REBECCA LYNN	Fixed Term II	Women's Softball Coach (Part-time)	11/20/86 - 5/30/87	\$3,000.00
 Women's Tennis				
SADLER, GEORGE A.	Fixed Term II	Women's Tennis Coach (Temporary - Fall semester)	9/1/86 - 11/4/86	\$1,000.00

02/06/87

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

Page: 004

11/01/86 thru 01/30/87

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Off VP, Adm., Fiscal Services				
Off. Budget & Mgt. Info. Serv.				
TOELLE, VERNON DEAN	Resignation	Research Assistant	1/21/87	\$16,000.00
Office of Business Services				
LANSAM, F. DENISE	Probation Completed	Accountant II	7/13/86	\$20,550.00
STUBBS, LARRY	Resignation	Controller	11/30/86	\$36,100.00
Office of Computing Services				
ATKINSON, DEBORAH ANN	Resignation	Director of Computing Services	2/13/87	\$37,200.00
COOK, JAMES GOULD	Supplementary II	Senior Computer Communications Technician (Worked 76 hours during holiday)	12/29/86 - 1/4/87	\$931.00
ELDRIDGE, MICHAEL WADE	Supplementary II	Computer Communications Technician (Worked 76 hours during holiday)	12/29/86 - 1/4/87	\$788.88
Office of Personnel Services				
MUSSER, ANITA R	Probation Completed	Employee Benefits Counselor	1/27/87	\$12,000.00

02/06/87

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

Page: 005

11/01/86 thru 01/30/87

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Off VP, Adm., Fiscal Services				
Office of WWKY Radio				
HANSEN, JOSEPH LAWRENCE	Wage Payroll	Production Assistant	12/21/86 - 1/10/87	\$4.41/hr.
HITCHCOCK, PAUL WILSON	Wage Payroll	Production Assistant	12/21/86 - 1/10/87	\$4.41/hr.
MCINTOSH, WILLIAM H	Standing I Probation New Position	Music and Fine Arts Director	11/1/86	\$17,000.00
MRAZ, CHARLES K.	Standing I Probation Replacement	Sports and Special Events Director (Replacing D. Richard Teubner, \$17,697)	11/22/86	\$17,600.00
WESTFALL, SUSAN	Standing I Probation Replacement	Program Director (Replacing Barbara Wilson, \$18,500)	1/12/87	\$20,000.00
Office of Safety and Security				
ADAMS, JAMES M	Standing I Probation	Security Officer	10/20/86	\$14,500.00
ADAMS, JAMES M	Probation	Security Officer (Exten- sion of Probationary Period 90 days)	1/20/87	\$14,500.00
BENTLEY, KIMBERLEY K	Transfer Replacement Salary Adjustment Title Change	From Secretary I, Office of Public Info. to Com- munications Dispatcher, Office of Safety & Secur- ity (Replacing Vanessa Cecil, \$9962)	1/12/87	\$9,200.00 (\$553.00 inc.)
GILKISON, ARLIE LESTER	Retirement	Night Watchman	11/20/86	\$11,457.00
JOINTER, DAVID JOHN	Standing I Probation Replacement	Security Officer (Replacing Larry McCarty, \$15,000)	12/1/86	\$14,500.00
SCHULER, PAMELA E.	Resignation	Security Officer	11/14/86	\$15,996.00

02/06/87

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

Page: 006

11/01/86 thru 01/30/87

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Off VP, Adm., Fiscal Services				
Post Office				
FLANNERY, GERTRUDE BRASHEAR	Wage Payroll	Postal Clerk	12/1/86 - 1/9/87	\$3.35/hr.
FLANNERY, GERTRUDE BRASHEAR	Wage Payroll Continuation	Postal Clerk	1/12/87 - 1/16/87	\$3.35/hr.
Off. VP, Student Development				
Off. VP, Student Development				
DOAN, MYRON LEE	Title Change Salary Adjustment Replacement	From Asst. to VP for Stu. Dev. to Asst. to the VP for Stu. Dev. and Coord. of Greek Aff. & Stu. Org. (Replacing Clyde James, \$27,597)	1/1/87	\$29,500.00 (\$1,500 inc.)
Office of Univ. Counseling Ctr.				
OVERLY, PEGGY ANN	Transfer	From Minority Student Recruiter, Office of Admissions to Minority Student Recruiter, Office of Minority Affairs	1/1/87	\$15,425.00
Office of Financial Aid				
CRUM, LANA B.	Probation Completed	Receptionist/Typist	1/6/87	\$9,100.00
DOYLE, ALICE EARLENE	Wage Payroll	Financial Aid Specialist	1/20/87 - 4/16/87	\$5.00/hr.
MCALISTER, DONNA JEAN	Probation Completed	Financial Aid Specialist	12/1/86	\$10,574.00

02/06/87

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

Page: 007

11/01/86 thru 01/30/87

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Off. VP, Student Development				
Office of Financial Aid				
RHODES, TIMOTHY PAUL	Salary Adjustment Title Change	From Dir. of Financial Aid to Dir. of Financial Aid and Director of Univ. Enrollment Services	1/1/87	\$36,000.00 (\$6,600.00 inc.)
Off. Student Health Services				
POWERS, INA PAULINE	Standing I Probation Replacement	Clerk Typist I (Replacing Debbie Reynolds, \$9,209)	12/11/86	\$9,560.00
Office of Residence Education				
AMAECHI, CHRISTOPHER NNAMDI	Probation	Residence Hall Director (Probationary period extended additional 60 days)	2/1/87	\$13,500.00
BROWNING, JULIE MARIE	Probation Completed	Residence Hall Director	2/1/87	\$13,500.00
GRANT, RHONDA ANN	Wage Payroll Continuation	Residence Hall Director	1/1/87 - 1/31/87	\$3.58/hr.
Off. Univ. Ctr. & Stud. Act.				
HENSON, JACK	Supplementary II	Assistant Professor of B&E (Payment for 24 days of vacation accrued as of 12/31/86)	1/12/87	\$2,590.56

02/06/87

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

Page: 008

11/01/86 thru Q1/30/87

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Off. VP, Student Development				
Off. Univ. Ctr. & Stud. Affs.				
JAMES, CLYDE I	Title Change Replacement	From Coord. of Greek Affairs & Student Org. to Manager of Univ. Ctr. Services (Replacing Jack Henson, \$28,065)	1/1/87	\$27,597.00
Office of Admissions				
CASKEY, LISA LUCILLE	Wage Payroll	Secretary I (Working on special project for Admissions)	12/27/86 - 1/3/87	\$7.35/hr.
COX, SHARON E.	Wage Payroll	Data Entry Clerk	12/8/86 - 3/15/87	\$3.50/hr.
GOLDSMITH, JILL ANNE	Probation Completed	Admission Counselor	12/16/86	\$13,939.00
HARGIS, DOROTHY I.	Wage Payroll	Data Entry Clerk	1/5/87 - 4/5/87	\$3.50/hr.
STAMPER, CANDACE ANN	Supplementary II	Secretary I (Working on Special Project for Admissions)	12/5/86 - 12/6/86	\$30.36
STAMPER, CANDACE ANN	Supplementary II	Secretary I (Working on special project for Admissions)	12/27/86 - 1/3/87	\$163.19
YOUNG, PAULINE HOLBROOK	Supplementary II	Staff Assistant (Working on Special Project for Admissions)	12/5/86 - 12/6/86	\$92.79

02/06/87

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

Page: 009

11/01/86 thru 01/30/87

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Off., VP Academic Affairs				
Off., VP Academic Affairs				
DAVIS, THERESA M	Salary Adjustment Title Change Reclassification	From Secretary I to Secretary II	1/1/87	\$10,415.00 (\$807.00 inc.)
DEMAREE, ANNA L	Supplementary II	Associate Professor of Psychology (Serving as Academic Associate for Retention) (\$250/month + \$180/month (\$900 over- load paid in 5 payments))	12/15/86 - 5/15/87	\$430/month
GILLISPIE, JUDITH A.	Wage Payroll	Secretary I	1/20/87 - 6/30/87	\$4.90/hr.
HAMMONS, CHARLES RODGER	Supplementary II	Professor of Mathematics (Serving as Academic Affairs Associate for Fiscal Resources)	12/1/86 - 5/15/86	\$250.00/month
HAMMONS, CHARLES RODGER	Supplementary II	Professor of Mathematics (Overload - serving as Academic Associate for Fiscal Resources)	1/13/87 - 5/15/87	\$900.00
LUCKEY, SUE Y	Supplementary II	Professor of Business Education (Serving as Academic Associate for Advising)	12/15/86 - 5/15/87	\$250.00/month
RAMEY, PAULINE	Supplementary II	Coordinator of Nursing and Allied Health Services (Serving as Academic Affairs Assoc. for Administration)	12/1/86 - 5/15/86	\$250.00/month
ROGERS, GLENN C	Supplementary II	Professor of English (Serving as Academic Affairs Associate for Faculty Wellness)	12/1/86 - 5/15/86	\$250.00/month
ROGERS, GLENN C	Supplementary II	Professor of English (Overload - serving as Academic Affairs Asso- ciate for Faculty Wellness)	1/13/87 - 5/15/87	\$900.00
TACKITT, LOIS CONN	Standing I Probation Replacement	Data Entry Specialist (Replacing Carolyn Hamilton, \$13,000)	1/5/87	\$12,000.00

02/06/87

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

Page: 010

11/01/86 thru 01/30/87

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Off., VP Academic Affairs				
Off., VP Academic Affairs				
WILSON, ALEDA JEAN	Supplementary II	Associate Professor of Education (Serving as Academic Affairs Assoc. for Curriculum)	12/1/86 - 5/15/86	\$250.00/month
WILSON, ALEDA JEAN	Supplementary II	Associate Professor of Education (Overload - serving as Academic Associate for Curriculum)	1/13/87 - 5/15/87	\$900.00
 Off. Dean, Grad. & Spec. Acad				
Off. Dean, Grad. & Spec. Acad				
DEMOSS, DIANE TRENT	Salary Adjustment Reclassification Title Change	From Secretary II to Administrative Secretary	1/1/87	\$12,535.00 (\$1,403.00 inc.)
 Off. of Dean, Col. Arts&Scienc				
Biological & Env. Sciences				
BUSROE, FRED M	Supplementary II	Associate Professor of Biology (Over the road pay for teaching BIOL 537-090 at Prestonsburg)	8/25/86 - 12/20/86	\$790.00

02/06/87

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

Page: 011

11/01/86 thru 01/30/87

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Off. of Dean, Col. Arts&Scienc				
Biol&Envia_Sci-WaterC_Analysis				
PASS, II, TED	Fixed Term II	Professor of Biology (Working on Water Analysis research grant)	12/16/86 - 3/30/87	\$3,450.00
WRIGHT, RITA B.	Fixed Term II	Water Analyst and Asst. Med. Tech. Coordinator (Working on Water Analysis research grant)	12/16/86 - 3/30/87	\$1,200.00
Communications				
BROWN, KENNETH B.	Resignation	Instructor of Theatre/ Technical Director	12/19/86	\$21,250.00
COLLINS, DAVID R	Leave without pay	Instructor of Radio-TV	8/24/87 - 5/14/88	\$22,211.00
HAMILTON, KOZY K.	Supplementary II	From Part-time Costumer to Full-time Costumer (Spring Semester only)	1/12/87 - 5/15/87	\$4,300.00
LAYNE, WILLIAM JOSEPH	Fixed Term II	Lecturer	1/12/87 - 5/15/87	\$1,800.00
SALISBURY, SAMUEL DOUGLAS	Fixed Term II	Technical Director	1/12/87 - 5/15/87	\$4,000.00
English&Foreign_Lang-&Phil.				
CAMPBELL, GLENNA EVANS	Supplementary II	Associate Professor of English (Over the road pay for teaching ENG 101 in Montgomery County.)	8/25/86 - 12/20/86	\$380.00
CANO, SARAH C.	Fixed Term II	Lecturer	1/14/87 - 5/15/87	\$1,800.00
CORNETT, PEGGY MORROW	Supplementary II	Receptionist/Typist (Teach ENG 102-8)	1/14/87 - 5/15/87	\$900.00

02/06/87

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

Page: 012

11/01/86 thru 01/30/87

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Off. of Dean, Col. Arts&Scienc				
English&Foreign_Lang&_Phil.				
DOBLER, G RONALD	Supplementary II	Dept. Chair of English, For. Lang. & Phil. and Professor of English (Over the road pay for teaching ENG 544-090 in Ashland)	8/25/86 - 12/20/86	\$662.00
HOLT, CAROL E	Fixed Term II	Lecturer	9/8/86 - 12/20/86	\$900.00
HOLT, CAROL E	Fixed Term II	Lecturer	1/14/87 - 5/15/87	\$900.00
MANGRUM, FRANKLIN M	Supplementary II	Professor of Philosophy (Overload - teach Philosophy 508)	1/14/87 - 5/15/87	\$900.00
OLSON, ANN W	Fixed Term II	Lecturer	1/14/87 - 5/15/87	\$1,800.00
YOUNG, EUGENE O.	Supplementary II	Associate Professor of English (Teach ENG 101- 090 in West Liberty)	1/27/87 - 5/15/87	\$900.00
Geog&Govt&History				
BURNS, ROLAND LOUIS	Supplementary II	Professor of Geography (Over the road pay for teaching GEO 500-090 in Ashland)	8/25/86 - 12/20/86	\$662.00
DAHLBERG, JAMES POOLE	Fixed Term II	Lecturer	1/12/87 - 5/15/87	\$900.00
GARDNER, JOHN A.	Fixed Term II	Lecturer	1/12/87 - 5/15/87	\$900.00
HANRAHAN, JOHN J	Retirement	Professor of History	6/30/87	\$35,756.00
SCHAFER, KAY A.	Title Change	From Asst. Professor of Government to Asst. Professor of Govt & Coordinator of Paralegal Studies Program	1/1/87	\$26,536.00
TERRELL, PEGGY LEIGH	Fixed Term II	Lecturer	1/12/87 - 5/15/87	\$900.00
WELLS, GEORGE KEITH	Fixed Term II	Lecturer	8/29/86 - 12/20/86	\$900.00

02/06/87

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

Page: 013

11/01/86 thru 01/30/87

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Off. of Dean, Col. Arts&Scienc				
Music				
ODDIS, FRANK ALAN	Supplementary II	Assistant Professor of Music (Overload pay for Fall semester, 1986)	8/25/86 - 12/20/86	\$900.00
ODDIS, FRANK ALAN	Supplementary I Title Change	From Asst. Prof. of Music to Asst. Prof. of Music & Dir. of Percussion Prog (Overload pay for Private Percussions & supplemental pay for extra duties)	1/1/87 - 6/30/87	\$3,750.00
Physical Sciences				
ESHAM, MAURICE E.	Supplementary II	Associate Professor of Science (Over the road pay for teaching SCI 570-090 at Ashland)	8/25/86 - 12/20/86	\$662.00
SANDERS, THOMAS P.	Fixed Term II	Lecturer	1/14/87 - 5/15/87	\$1,200.00
Off. of Dean, Prof. Studies				
Off. of Dean, Prof. Studies				
BLACK, ANITA FRANCIS	Promotion Probation Title Change Salary Adjustment Transfer Replacement	From Secretary I, Dept. of Military Science to Secretary II, Office of the Dean, Professional Studies (Replacing Susan Boyd, \$12,535)	11/10/86	\$10,530.00 (\$488 inc.)
BLACK, ANITA FRANCIS	Promotion Salary Adjustment Title Change Replacement Transfer Probation	From Secretary II to Administrative Secretary (Replacing Glenna Mills, \$14,000)	1/21/87	\$11,645.00 (\$1,115.00 Inc.)

02/06/87

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

Page: 014

11/01/86 thru 01/30/87

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Off. of Dean, Prof. Studies				
Off. of Dean, Prof. Studies				
MILLS, GLENNA GREENE	Probation Salary Adjustment Title Change	From Secretary II to Administrative Secretary	10/1/86	\$14,000.00 (\$1,465 inc.)
MILLS, GLENNA GREENE	Resignation	Administrative Secretary	12/31/86	\$14,000.00
SMITH, JULIE ANN	Wage Payroll Continuation	Secretary I	10/31/86 - 11/7/86	\$4.45/hr.
SMITH, JULIE ANN	Wage Payroll	Secretary	1/5/87 - 1/30/87	\$4.45/hr.
Business and Economics				
ALCORN, JOHN M	Supplementary II	Associate Professor of Accounting (Time on road pay to Ashland - teach ACCT 523-090)	8/25/86 - 12/19/86	\$220.65
BERNARDI, RAY D.	Supplementary II	Professor of Business Education (Overload - teach OADM 398-001)	8/25/86 - 12/19/86	\$450.00
CAMPBELL, EVERETT J.	Supplementary II	Professor of Economics (Time on road pay to Ashland - teach ECON 661-090)	8/25/86 - 12/19/86	\$662.00
CAMPBELL, EVERETT J.	Supplementary II	Professor of Economics (Overload - teach ECON 670-001, ECON 476-001 and ACCT 670-001)	8/25/86 - 12/19/86	\$750.00
CARLSON, RODGER D.	Supplementary II	Professor of Marketing (Overload - teach MNGT 486-001 and MNGT 670-001)	8/25/86 - 12/19/86	\$375.00
CAUDILL, C DALE	Supplementary II	Instructor of Management (Time on road pay to Prestonsburg - teach FIN 360-091)	8/25/86 - 12/19/86	\$790.00

02/06/87

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

Page: 015

11/01/86 thru 01/30/87

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Off. of Dean, Prof. Studies				
Business and Economics				
CAUDILL, C DALE	Supplementary II	Instructor of Management (Teach KET course - MNGT 160)	8/25/86 - 12/19/86	\$490.00
DAVIS, BERNARD	Supplementary II	Kilpatrick Professor of Banking (Time on road pay to Prestonsburg - teach MNGT 619-091)	8/29/86 - 12/19/86	\$790.00
ELSWICK, JEFFREY DAVID	Fixed Term II	Lecturer	8/25/86 - 12/19/86	\$900.00
HALL, RANDY LEE	Supplementary II	Programmer (Teach DATA 202-5)	1/14/87 - 5/14/87	\$900.00
HENSON, JACK	Transfer Salary Adjustment Title Change	From Mgr. of Univ. Ctr. Services & Asst. Prof. of B&E to Assistant Prof. of B&E	1/12/87	\$25,191.00 (\$2,874 dec.)
KENKEL, PHILIP LEE	Resignation	Agri-Business Specialist	2/11/87	\$9,928.00
LUCKEY, SUE Y	Supplementary II	Professor of Business (Time on road pay - teach BSED 630-ACC)	8/25/86 - 12/19/86	\$662.00
LUCKEY, SUE Y	Supplementary II	Professor of Business Education (Overload - teach OADM 476-001)	8/25/86 - 12/19/86	\$75.00
MCCORMICK, BEVERLY JOYCE	Supplementary II	Assistant Professor of Real Estate (Overload - teach REAL 476-001 and MKT 670-001)	8/25/86 - 12/19/86	\$375.00
MCCORMICK, KEITH	Fixed Term II	Lecturer	8/27/86 - 12/19/86	\$900.00
MCGLONE, TERESA ANN	Supplementary II	Assistant Professor of Marketing (Time on road pay to Ashland - MNGT 620-090)	8/25/86 - 12/19/86	\$662.00
MCGLONE, VERNON LEE	Supplementary II	Assistant Professor of Finance (Time on road to Ashland - teach FIN 660-090)	8/25/86 - 12/19/86	\$662.00

02/06/87

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

Page: 016

11/01/86 thru 01/30/87

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Off. of Dean, Prof. Studies				
Business and Economics				
MEADOWS, ROBERT E	Supplementary II	Professor of Management (Overload - teach MNGT 556-001)	8/25/86 - 12/19/86	\$600.00
OSBORNE, JOHN W	Supplementary II	Assistant Professor of Accounting (Time on road pay to Pikeville - teach ACCT 611)	8/19/86 - 12/19/86	\$1,022.00
OUSLEY, GAIL CROSTHWAIT	Supplementary II	Assistant Professor of Business Education (Overload - teach OADM 131-001L)	8/25/86 - 12/19/86	\$402.00
PETERS, JACK W.R.	Supplementary II	Associate Professor of Management (Time on road pay to Ashland - teach MNGT 619-090)	8/25/86 - 12/19/86	\$662.00
RODGERS, WILLIAM A	Supplementary II	Professor of Data Processing (Overload - teach DATA 476-001, MNGT 339-001, MKT 139-001, MKT 339-001 and FIN 439- 001)	8/25/86 - 12/19/86	\$825.00
WHITAKER, WILLIAM M	Supplementary II	Dept. Chair of Business and Economics (Time on road pay to Maysville - teach FIN 360-090)	8/25/86 - 12/19/86	\$490.00
WILLIAMS, HELEN SANDRA	Supplementary II	Librarian III (Teach OADM 234-1)	1/14/87 - 5/14/87	\$900.00
WILLIAMS, LOWELL KIM	Supplementary II	Assistant Professor of Accounting (Time on road pay to Prestonsburg - teach ACCT 575-090)	8/25/86 - 12/19/86	\$790.00
WILLIAMS, LOWELL KIM	Supplementary II	Assist. Professor of Accounting (Teach KET Course - ACCT 281-006)	8/29/86 - 12/19/86	\$630.00

02/06/87

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

Page: 017

11/01/86 thru 01/30/87

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Off. of Deans, Prof. Studies				
Education				
ANDERSON, ELIZABETH C	Fixed Term II	Lecturer	1/14/87 - 5/15/87	\$2,200.00
BACK, REEDUS	Supplementary II	Professor of Education (Time on road pay to Prestonsburg - teach EDAD 660-090)	8/27/86 - 12/19/86	\$790.00
BALDRIDGE, JANIE R.	Fixed Term II	Lecturer	1/14/87 - 5/15/87	\$4,000.00
BARNETT, MYRON DAVID	Fixed Term II	Lecturer	1/14/87 - 5/15/87	\$900.00
BROOKS, ROBERTA D.	Fixed Term II	Lecturer	1/14/87 - 5/16/87	\$4,800.00
CLINE, DEBORAH A	Transfer	From Secretary I, Office of Extended Campus Prog. to Secretary I, Dept. of Education	1/1/87	\$10,148.00
DANIEL, RICHARD W.	Supplementary II	Professor of Education (Time on road pay to Prestonsburg - teach EDF 600-090)	8/27/86 - 12/19/86	\$790.00
DUNCAN, JOHN R	Supplementary II	Professor of Education (Time on road pay to Pikeville - teach EDAD 691-090)	8/27/86 - 12/19/86	\$1,022.00
FREELAND, KENT E	Supplementary II	Professor of Education (Time on road pay to Maysville - teach EDEL 632-090)	8/27/86 - 12/19/86	\$490.00
GEORGES, CAROL ANN	Supplementary II	Assistant Professor of Education (Time on road pay to Maysville - teach EDSP 601-090)	8/27/86 - 12/19/86	\$490.00
GRIESINGER, LAWRENCE E	Supplementary II	Professor of Education (Overload teaching - EDSE 415, EDSE 683 and EDSE 416)	8/27/86 - 12/19/86	\$900.00
GRUBB, DEBORAH BURKICH	Fixed Term II	Lecturer	1/7/87 - 5/16/87	\$900.00
GRUBB, DEBORAH BURKICH	Fixed Term II	Lecturer (Time on road pay to Ashland - teach EDSP 537)	8/27/86 - 12/31/86	\$662.00

02/06/87

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

Page: 018

11/01/86 thru 01/30/87

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Off. of Dean, Prof. Studies				
Education				
HERZOG, KATHARINE D	Supplementary II	Associate Professor of Education (Time on road pay to Pikeville - teach EDEL 627-091)	8/27/86 - 12/19/86	\$1,022.00
MORSKY, GREGORY A	Supplementary II	Assistant Professor of Education (Time on road pay to Pikeville - teach EDEL 630-091)	8/27/86 - 12/19/86	\$1,022.00
KEY, VIRGINIA L.	Fixed Term II	Lecturer	1/5/87 - 6/30/87	\$5,250.00
MANGRUM, FRANKLIN M	Supplementary II	Professor of Philosophy (Time on road pay to Pikeville - teach EDEL 680-091)	8/27/86 - 12/19/86	\$1,022.00
MCGHEE, PAUL RALPH	Supplementary II	Dept. Chair of Education (Time on road pay to Pikeville - teach EDSE 634-093)	8/27/86 - 12/19/86	\$1,022.00
MILLER, RODNEY D	Supplementary II	Professor of Education (Time on road pay to Whitesburg - teach EDEL 630-092)	8/27/86 - 12/19/86	\$1,446.00
MILLER, RODNEY D	Supplementary II	Professor of Education (Overload teaching - EDSE 415, EDEL 630 in Whitesburg and EDSE 416)	8/27/86 - 12/19/86	\$900.00
MOORE, WILLIAM F	Supplementary II	Associate Professor of Education (Time on road pay to Ashland - teach EDF 610-090)	8/27/86 - 12/19/86	\$662.00
MOORE, WILLIAM F	Supplementary II	Associate Professor of Education (Overload teaching - EDSE 415, EDF 610 in Ashland, and EDSE 411)	8/27/86 - 12/19/86	\$900.00
NEEDHAM, ROBERT C	Supplementary II	Professor of Education (Time on road pay to Jackson - teach EDAD 645-090)	8/27/86 - 12/19/86	\$910.00

11/01/86 thru 01/30/87

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Off. of Dean, Prof. Studies				
Education				
OWEN, DEAN WALLACE	Supplementary II	Associate Professor of Education (Time on road pay to Prestonsburg - teach EDGC 580-090)	8/27/86 - 12/19/86	\$790.00
PAYNE, JOHN WILEY	Supplementary II	Coordinator of Professional Lab Experience (Time on road pay to Maysville - teach EDSE 634-091)	8/27/86 - 12/19/86	\$490.00
POLLOCK, MARY ANNE	Supplementary II	Assistant Professor of Education (Time on road pay to Pikeville - teach EDEL 627-092)	8/27/86 - 12/19/86	\$1,022.00
POWELL, JAMES H	Fixed Term II	Lecturer	1/14/87 - 5/16/87	\$7,000.00
PRICE, DREAMA D.	Supplementary II	Assistant Professor of Education (Time on road pay to Prestonsburg - teach EDEL 228-090)	8/27/86 - 12/19/86	\$790.00
PRICKETT, ROBERT L	Supplementary II	Assistant Professor of Education (Time on road pay to Prestonsburg - teach EDAD 628-091)	8/27/86 - 12/19/86	\$790.00
PRICKETT, ROBERT L	Supplementary II	Assistant Professor of Education (Overload teaching - EDAD 628 in Ashland, EDAD 628 in Prestonsburg and EDAD 678)	8/27/86 - 12/19/86	\$750.00
RIS, DIANE L	Supplementary II	Professor of Education (Time on road pay to Jackson - teach EDUC 582-090)	8/27/86 - 12/19/86	\$910.00
ROSE, N HAROLD	Supplementary II	Professor of Education (Time on road pay to Whitesburg - teach EDF 600-091)	8/27/86 - 12/19/86	\$1,446.00

02/06/87

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

Page: 020

11/01/86 thru 01/30/87

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Off. of Deane Prof. Studies				
Education				
RUSSELL, BARBARA EDITH	Supplementary II	Assistant Professor of Education (Time on road pay to Prestonsburg - teach EDSP 553-090)	8/27/86 - 12/19/86	\$790.00
SALYER, ROBERNA D.	Fixed Term II	Lecturer	1/14/87 - 5/16/87	\$900.00
SCAHILL, JOHN H.	Fixed Term II	Lecturer	8/27/86 - 12/19/86	\$790.00
SCAHILL, JOHN H.	Fixed Term II	Lecturer	1/14/87 - 5/15/87	\$9,750.00
THOMAS, DAN S	Supplementary II	Professor of Education (Time on road pay to Prestonsburg - teach EDGC 660-090)	8/27/86 - 12/19/86	\$790.00
THOMAS, DAN S	Supplementary II	Professor of Education (Overload teaching - EDGC 666, EDGC 666 in Prestonsburg, EDGC 669 and EDGC 679)	8/27/86 - 12/19/86	\$900.00
WEIKEL, WILLIAM JOSEPH	Supplementary II	Professor of Education (Time on road pay to Pikeville - teach EDGC 656-091)	8/27/86 - 12/19/86	\$1,022.00
WEIKEL, WILLIAM JOSEPH	Supplementary II	Professor of Education (Overload teaching - EDGC 656, EDGC 656 in Ashland, EDGC 656 in Pikeville, EDGC 670 and EDGC 676)	8/27/86 - 12/19/86	\$450.00
WELLS, RANDALL L.	Supplementary II	Professor of Education (Time on road pay to Prestonsburg - teach EDSE 634-092)	8/27/86 - 12/19/86	\$790.00
WHEELER, KENNETH NEAL	Supplementary II	Coord., Audio Visual Services (Teach EDEL 301)	1/14/87 - 5/16/87	\$600.00
WILSON, ALEDA JEAN	Supplementary II	Associate Professor of Education (Time on road pay to Pikeville - teach EDF 610-091)	8/27/86 - 12/19/86	\$1,022.00

02/06/87

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

Page: 021

11/01/86 thru 01/30/87

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Off. of Deans, Prof. Studies				
Education				
YOUNG, STEPHEN S	Supplementary II	Associate Professor of Education (Overload teaching - EDSE 312 and EDEL 301)	9/27/86 - 12/19/86	\$300.00
Health/P.E./Recreation				
BENTLEY, EARL J	Supplementary II	Dept. Chair, HPER (Time on road pay to Whitesburg - teach HLTH 508)	8/25/86 - 12/19/86	\$1,446.00
BENTLEY, EARL J	Supplementary II	Dept. Chair, HPER (Overload - teach PHED 576, HLTH 576, REC 576, PHED 670, HLTH 670, REC 670 and PHED 608)	8/25/86 - 12/19/86	\$2,925.00
CHANEY, REX	Supplementary II	Associate Professor of HPER (Time on road pay to Ashland - teach REC 625)	8/25/86 - 12/19/86	\$662.00
CHANEY, REX	Supplementary II	Associate Professor of HPER (Overload - teach REC 288)	8/25/86 - 12/19/86	\$600.00
CRAGER, JAMES BUFORD	Supplementary II	Assistant Professor of HPER (Time on road pay to Ashland - teach HLTH 508)	8/25/86 - 12/19/86	\$662.00
CRAGER, JAMES BUFORD	Supplementary II	Assistant Professor of HPER (Teach one hour overload)	8/25/86 - 12/19/86	\$300.00
FITZGERALD, LYNNE ELIZABETH	Supplementary II	Assistant Professor of HPER (Time on road pay to Ashland - teach PHED 300)	9/23/86 - 12/19/86	\$662.00
NESBITT, HOWARD C	Supplementary II	Professor of HPER (Time on road pay to Prestonsburg - teach REC 625)	8/25/86 - 12/19/86	\$790.00

02/06/87

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

Page: 022

11/01/86 thru 01/30/87

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Off. of Deans, Prof. Studies				
Health/P.E./Recreation				
NESBITT, HOWARD C	Supplementary II	Professor of HPER (Overload - teach REC 625 and REC 285)	8/25/86 - 12/19/86	\$1,500.00
OSBORNE, GRETTA G	Supplementary II	Assistant Professor of HPER (Time on road pay to Jackson - teach PHED 300)	8/25/86 - 12/19/86	\$910.00
OSBORNE, JAMES W	Supplementary II	Assistant Professor of HPER (Time on road to Jackson - teach HLTH 508)	8/25/86 - 12/19/86	\$910.00
OSBORNE, JAMES W	Supplementary II	Assistant Professor of HPER (Teach one hour overload)	8/25/86 - 12/19/86	\$300.00
SWEENEY, HARRY FRANCIS	Supplementary II	Associate Professor of HPER (Time on road pay to Pikeville - teach HLTH 518)	8/25/86 - 12/19/86	\$1,022.00
SWEENEY, HARRY FRANCIS	Supplementary II	Associate Professor of HPER (Overload - teach HLTH 475)	8/25/86 - 12/19/86	\$900.00
THOMPSON, CHARLES B	Supplementary II	Professor of HPER (Time on road pay to Prestonsburg - teach HLTH 518)	8/25/86 - 12/19/86	\$790.00
THOMPSON, CHARLES B	Supplementary II	Professor of HPER (Teach one hour overload)	8/25/86 - 12/19/86	\$300.00
Sociology Soc. Work & Econ				
BYLUND, ROBERT A	Supplementary II	Assoc. Professor of Sociology (Independent Studies Instructor - SOC 670 and SOC 676)	8/25/86 - 12/19/86	\$225.00

02/06/87

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

Page: 023

11/01/86 thru 01/30/87

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Off. of Deans, Prof. Studies				
Sociology-Soc.-Work-&-Econ				
BYLUND, ROBERT A	Supplementary II	Associate Professor of Sociology (Time on road pay to Woodsbend - teach SOC 450-090)	8/25/86 - 12/19/86	\$630.00
CROSTHWAITE, LOLA R	Supplementary II	Assist. Professor of Social Work (Overload - teach SWK 530)	8/25/86 - 12/19/86	\$900.00
DEATON, CHARLES EDWARD	Fixed Term II	Lecturer	8/25/86 - 12/19/86	\$900.00
MARSHALL, TED A	Supplementary II	Assoc. Professor of Sociology (Overload - teach SWK 399 and SWK 525)	8/25/86 - 12/19/86	\$1,800.00
MARSHALL, TED A	Supplementary II	Assoc. Professor of Sociology (Overload - teach SWK 500)	8/25/86 - 12/19/86	\$375.00
REEVES, EDWARD B.	Supplementary II	Associate Professor of Sociology (Lecturer - KET (The Africans))	8/27/86 - 12/19/86	\$420.00
RUDY, DAVID R	Supplementary II	Dept. Chair, Dept. of Sociology, Social Work & Cor. (Independent Studies Instructor - COR 476, 676 690, 590, SOC 439, and SOC 476)	8/25/86 - 12/19/86	\$1,125.00
SEELIG, JOHN MICHAEL	Supplementary II	Assistant Professor of Social Work (Overload teaching)	8/25/86 - 12/13/86	\$900.00
SEELIG, JOHN MICHAEL	Supplementary II	From Asst. Professor of Social Work to Asst. Professor of Social Work and Chairman, Program Accreditation Committee	8/25/86 - 5/16/86	\$4,500.00
WHITSON, PATSY R.	Supplementary II	Assoc. Professor of Sociology (Overload - teach SWK 210)	8/25/86 - 12/19/86	\$300.00

02/06/87

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

Page: 024

11/01/86 thru 01/30/87

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Off. of Dean, Prof. Studies				
Sociology Soc. Work & GCC				
WHITSON, S. MONT	Supplementary II	Professor of Sociology (Time on road pay to Woodsbend - teach SOC 599-090)	8/27/86 - 12/19/86	\$630.00
Psychology				
BROOKS, KAREN LEIGH	Wage Payroll	Evaluation Specialist	1/5/87 - 5/15/87	\$4.25/hr. (\$1,460.00 maximum)
CLOUGH, L. BRADLEY	Supplementary II	Professor of Psychology (Time on road pay to Ashland - teach PSY 590)	8/27/86 - 12/19/86	\$662.00
CLOUGH, L. BRADLEY	Supplementary II	Professor of Psychology (Teach PSY 154 as an overload)	8/25/86 - 12/19/86	\$900.00
DEMARÉE, ANNA L	Supplementary II	Associate Professor of Psychology (Overload pay for teaching PSY 672)	8/25/86 - 12/19/86	\$450.00
GOTSICK, JAMES E	Supplementary II	Director of Graduate and Special Academic Prog. (Time on road pay for teaching PSY 600)	8/27/86 - 12/19/86	\$790.00
GOTSICK, JAMES E	Supplementary II	Director of Grad. and Special Acad. Programs and Professor of Psy. (Teach PSY 585 as an overload)	8/25/86 - 12/19/86	\$900.00
MATTINGLY, BRUCE A	Supplementary II	Associate Professor of Psychology (Time on road pay to Whitesburg - teach PSY 600)	8/28/86 - 12/19/86	\$1,446.00
MATTINGLY, BRUCE A	Supplementary II	Associate Professor of Psychology (Grant writer for Center of Excellence proposal)	1/12/87 - 2/28/87	\$900.00

02/06/87

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

Page: 025

11/01/86 thru 01/30/87

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Off. of Dean, Prof. Studies				
Psychology				
OSBORNE, FRANCIS H	Supplementary II	Professor of Psychology (Overload pay for teaching PSY 381, PSY 591 and PSY 593)	8/25/86 - 12/19/86	\$804.00
TAPP, GEORGE S	Supplementary II	Dept. Chair, Psychology & Professor of Psychology (Overload pay for teaching PSY 154, PSY 670, PSY 678 and PSY 276)	8/25/86 - 12/19/86	\$1,650.00
TAPP, GEORGE S	Fixed Term II	Dept. Chair, Dept. of Psychology and Professor of Psychology (Super- visory and/or direct services at CDPCRC)	1/5/87 - 4/30/87	\$900.00
Military Science				
BETHELL, CYNTHIA M	Wage Payroll	Secretary I	11/10/86 - 12/5/86	\$4.90/hr.
BETHELL, CYNTHIA M	Wage Payroll Release	Secretary I	11/17/86	\$4.90/hr.
CECIL, VANESSA RENEE	Transfer Title Change Salary Adjustment Replacement	From Dispatcher, Office of Safety & Security to Secretary I, Dept. of Military Science (Replacing Anita Black, \$10,042)	12/10/86	\$9,100.00 (\$862 dec.)
GUNNELL, SANDRA DENISE	Wage Payroll	Secretary I	11/17/86 - 12/5/86	\$4.67/hr.

02/06/87

PERSONNEL ACTIONS

Page: 026

11/01/86 thru 01/30/87

Administrative Unit/ Name	Action	Description	Effective Date	Salary
Off. of Deans, App. Scie. & Tec				
Ag-Nat. Resources-Agriculture				
KENKEL, PHILIP LEE	Resignation	Agri-Business Specialist	2/11/87	\$9,929.00
MILTON, TINA Y	Fixed Term II	Lecturer	1/20/87 - 5/15/87	\$900.00
Ag./Nat. Resources-Farm				
FULTZ, JEFFREY LEE	Wage Payroll	Laborer	11/10/86 - 1/31/87	\$3.50/hr.
FULTZ, JEFFREY LEE	Wage Payroll Resignation	Farm Laborer	1/3/87	\$3.50/hr.
SNIDER, WANDA BETHEL	Wage Payroll	Laborer	11/10/86 - 1/31/87	\$3.50/hr.
SNIDER, WANDA BETHEL	Wage Payroll Resignation	Farm Laborer	1/3/87	\$3.50/hr.
Home-Economics				
BASTIN, SANDRA S.	Fixed Term II	Lecturer	1/14/87 - 5/15/87	\$900.00
BETHELL, CYNTHIA M	Standing I Probation Replacement	Secretary I (Replacing Wilma Lewis, \$11,148)	11/17/86	\$9,560.00
NEAL, LINDA WRIGHT	Fixed Term II	Lecturer	1/14/87 - 5/13/87	\$900.00
VICE, KARLYN	Fixed Term II	Lecturer	1/12/87 - 5/16/87	\$9,000.00
Inds.-Educ.-& Technology				
COLLETT, TERRY	Fixed Term II	Lecturer	1/20/87 - 5/16/87	\$942.00

02/06/87

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

Page: 027

11/01/86 thru 01/30/87

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Off. of Dean, App. Scie. & Tec				
Inds. Educ. & Technology				
HAYES, ROBERT THOMAS	Supplementary II	Assistant Professor of Industrial Education (Serving as Acting Dept. Chair of Dept. of Ind. Education)	1/1/87 - 5/16/87	\$1,125.00 (\$250/month)
MARTIN, ROBERT LAWRENCE	Fixed Term II	Lecturer	1/20/87 - 5/16/87	\$942.00
NEWTON, ROBERT E	Supplementary II	Dept. Chair of Industrial Education (Time on road pay to Winchester - teach ROB 170)	9/11/86 - 12/19/86	\$530.00
SPARLING, JOHN M	Fixed Term II	Lecturer	1/20/87 - 5/16/87	\$900.00
STRODE, EUGENE	Fixed Term II	Lecturer	1/20/87 - 5/16/87	\$942.00
TUCKER, RONALD F.	Supplementary II	Professor of Industrial Education (Time on road pay for teaching VOC 640)	9/11/86 - 12/19/86	\$662.00
Nursing & Allied Health				
CONNELL, JUNE E.	Standing I New Position	Coordinator of Baccalaureate Nursing Prog. and Associate Professor of Nursing	1/1/87	\$40,000.00
RAMEY, PAULINE	Title Change	From Nursing Faculty to Coord. of Nursing and Allied Health Cont. Ed. Prog. and Asst. Professor of Nursing (Supersedes previous PAR)	8/11/86 - 5/29/87	\$26,731.00
THOMPSON, CINDY K.	Probation Completed	Clerk Typist I	12/11/86	\$8,415.00

02/06/87

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

Page: 028

11/01/86 thru 01/30/87

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Academic Support Services				
Academic-Assessors				
DAVIS, ANITA K.	Wage Payroll	Secretary II	1/13/87 - 3/6/87	\$4.43/hr.
Office-of-the-Registrar				
ARMSTRONG, KATHLEEN E.	Probation Completed	Receptionist/Typist	12/15/86	\$9,100.00
CASTLE, SANDRA BENTON	Probation Completed	Clerk Typist I	12/10/86	\$8,645.00
Off.-Extended-Campus-Programs				
DUNCAN, JOHN R	Supplementary II	Professor of Education (Deliver two day session to superintendents on evaluation)	12/19/86 - 12/20/86	\$300.00
FULBRIGHT, ERIC GLENN	Supplementary II	Professor of Music (Course revision, MU LIS 261, Music Listening)	11/1/86 - 6/30/87	\$400.00
GIFFORD, JAMES M	Supplementary II	Exec. Dir., Jesse Stuart Foundation (Provision of instruction in Appala- chian History 1.5 hrs. per day for a five day period)	2/22/87 - 2/28/87	\$200.00
HAMILTON, SHIRLEY POTTER	Probation Completed	Coordinator of Training	1/1/87	\$23,725.00
HAMMONS, CHARLES RODGER	Supplementary II	Professor of Mathematics (Evening inservice to math teachers in Carter County)	11/12/86 - 11/12/86	\$75.00

02/06/87

PERSONNEL ACTIONS

Page: 029

11/01/86 thru 01/30/87

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Academic Support Services				
Off. Extended Campus Programs				
RAHEY, C. VICTOR	Supplementary II	Assoc. Dir., Res., Grants and Contracts (Consultant to Big Sandy Special Ed- ucation Consortium - "Developing Skills in Grant Writing")	1/23/87 - 1/23/87	\$150.00
Off. Research Grants & Cont				
SHAY, PHILLIP K.	Standing I Probation Replacement	Grants Officer (Replacing Jack Jones, \$18,744)	12/16/86	\$18,744.00
Academic Services Center				
HEADE, JOYCE ANN	Standing I Probation New Position	Data Entry Specialist	11/3/86	\$12,000.00
MORAN, BETTY MORGAN	Fixed Term I	Director, Academic Services Center (Serving as MSU Materials Coord. of the Guantanamo Bay Project)	2/15/85 - 7/30/86	\$600.00
MORAN, BETTY MORGAN	Fixed Term I	Director, Academic Services Center (Serving as Director of the Guantanamo Bay Project)	2/15/85 - 7/30/86	\$975.00

02/06/87

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

Page: 030

11/01/86 thru 01/30/87

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Academic Support Services				
Univ. Regional Dev. Services				
MCNEILL, PETER T	Probation Completed	Coordinator of Special Projects	2/1/87	\$19,000.00
MORELLA, THERESA CAROLE	Supplementary II	Director of Research, Grants and Contracts and Acting Director of Office for Regional Dev. Services	11/1/86 - 12/31/86	\$500.00
MORELLA, THERESA CAROLE	Supplementary II	Director of Research, Grants and Contracts and Acting Director of the Office for Reg. Services	1/1/87 - 1/31/87	\$250.00
Off. Library & Instruc. Media				
Off. Library & Instruc. Media				
HOWARD, WILMA BISSERT	Retirement	Library Technical Assistant	1/31/87	\$11,400.00
NUTTER, DANICE ELIZABETH	Probation Completed	Clerk Typist I (Early return from leave without pay)	12/22/86	\$10,467.00
Physical Plant Administration				
Physical Plant Administration				
MAZE, ANITA JO	Wage Payroll	Typist	1/26/87 - 2/26/87	\$4.00/hr.

02/06/87

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

Page: 031

11/01/86 thru 01/30/87

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Physical Plant Administration				
Geoscal. Services				
ELDRIDGE, ROSCOE	Retirement	Warehouseman	2/1/87	\$11,386.00
Power Plant				
MAGGARD, JAMES SHANNON	Standing I Probation Replacement	Water Plant Operator (Replacing Jack Fernandez \$15,087)	11/16/86	\$15,087.00
Buildg. Maintn.-Mechanical Shop				
ADKINS, ZORA JEFFERSON	Wage Payroll	Electrician	2/2/87 - 4/30/87	\$6.00/hr.
FULTZ, DOUGLAS RAY	Wage Payroll	Electrician	11/21/86 - 5/21/87	\$6.00/hr.
FURNISH, MICHAEL DALE	Promotion Probation Salary Adjustment Title Change	From Plumber I to Lead Plumber	2/1/87	\$14,600.00 (\$566.00 Inc.)
MAHANEY, JOHN BRISTOW	Wage Payroll	Electrician	11/21/86 - 5/21/87	\$4.00/hr.
MCCLURG, ZACHARY FELIX	Probation Promotion Salary Adjustment Title Change	From Electrician to Lead Electrician	2/1/87	\$14,600.00 (\$914.00 Inc.)
SKAGGS, LARRY DON	Probation Completed	Environmental Control Technician	12/8/86	\$13,000.00

02/06/87

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

Page: 032

11/01/86 thru 01/30/87

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Physical Plant Administration				
Build.-Maint.-Carcero Discs				
ELLIOTT, AVERY D	Fixed Term I Continuation	Carpenter	1/31/87 - 6/30/87	\$5.25/hr.
JOHNSON, HOWARD RANDY	Fixed Term I Continuation	Carpenter	1/31/87 - 6/30/87	\$5.25/hr.
WINKLE, WENDELL LEE	Fixed Term I Continuation	Carpenter	1/31/87 - 6/30/87	\$5.25/hr.
 Custodial				
GANT, MARSHALL L.	Discharge	Custodian	12/31/86	\$10,465.00
HAMILTON, ELWOOD	Wage Payroll	Custodian (100 hours or less per month)	11/19/86 - 6/30/87	\$3.35/hr.
HOLBROOK, LISA SUE	Wage Payroll Resignation	Custodian	11/20/86	\$3.35/hr.
MARLER, LORENE	Wage Payroll	Custodian (100 hours or less per month)	1/26/87 - 6/30/87	\$3.35/hr.
OWENS, JOHNNY ALLEN	Wage Payroll Resignation	Custodian	11/3/86	\$3.35/hr.
SURFACE, LEE	Wage Payroll	Custodian (100 hours or less per month)	1/28/87 - 6/30/87	\$3.35/hr.
THORNSBERRY, DELLA	Wage Payroll Resignation	Custodian	11/20/86	\$3.35/hr.

02/06/87

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

Page: 033

11/01/86 thru 01/30/87

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Student Development -- Auxiliary				
Custodial-Residence-Hall-Serv				
BEAMON, MYRTLE KATHY	Wage Payroll Continuation	Custodian (Not to exceed 100 hours per month)	12/21/86 - 5/31/87	\$3.35/hr.
EVANS, GREGORY LEE	Wage Payroll Continuation	Custodian (Not to exceed 100 hours per month)	12/21/86 - 5/31/87	\$3.35/hr.
PURNELL, BERTHA FAYE	Wage Payroll Continuation	Custodian (Not to exceed 100 hours per month)	12/21/86 - 5/31/87	\$3.35/hr.
ROYSE, PHYLLIS	Wage Payroll Continuation	Custodian (Not to exceed 100 hours per month)	12/21/86 - 5/31/87	\$3.35/hr.
WHITT, KENNETH PAUL	Wage Payroll	Custodian (Not to exceed 100 hours per month)	12/21/86 - 5/31/87	\$3.35/hr.
WOODROW, INA	Wage Payroll Continuation	Custodian (Not to exceed 100 hours per month)	12/21/86 - 5/31/87	\$3.35/hr.
YATES, JIMMY DOUGLAS	Wage Payroll	Custodian (Not to exceed 100 hours per month)	12/21/86 - 5/31/87	\$3.35/hr.
YATES, STEVIE JOE	Wage Payroll	Custodian (Not to exceed 100 hours per month)	12/21/86 - 5/31/87	\$3.35/hr.
YATES, TAMMY MARIE	Wage Payroll	Custodian (Not to exceed 100 hours per month)	12/21/86 - 5/31/87	\$3.35/hr.
Adm. and Fiscal Services -- Auxiliary				
Office of Food Services				
BLANTON, DEBBIE	Wage Payroll	General Cafeteria Worker (Will be working 20-25 hours per week)	11/6/86 - 5/6/87	\$3.35/hr.
BROWN, SYLVIA O.	Wage Payroll Release	General Cafeteria Worker	11/14/86	\$3.35/hr.
CARTER, ELMA LOU	Probation Completed	General Cafeteria Worker	7/28/86	\$8,736.00
CAUDILL, LINDA LOU	Probation Completed	General Cafeteria Worker	7/28/86	\$8,736.00

02/06/87

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

Page: 034

11/01/86 thru 01/30/87

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Adm. and Fiscal Services -- Auxiliary				
Office of Food Services				
CAUDILL, MICHAEL GLENN	Wage Payroll	General Cafeteria Worker (Will be working 20-25 hours per week)	11/12/86 - 5/12/87	\$3.35/hr.
CAUDILL, MICHAEL GLENN	Wage Payroll Release	General Cafeteria Worker	11/14/86	\$3.35/hr.
HALL, AVES C.	Resignation	General Cafeteria Worker	11/3/86	\$8,999.00
JOHNSON, JOSEPH SEAN	Wage Payroll	General Cafeteria Worker (Will be working 20-25 hours per week)	11/20/86 - 5/20/87	\$3.35/hr.
JONES, CORA FRANCES	Wage Payroll	General Cafeteria Worker	11/1/86 - 5/1/87	\$3.35/hr.
MARCUM, WANDA LYNN	Wage Payroll	General Cafeteria Worker (Will be working 20-25 hours per week)	11/12/86 - 5/12/87	\$3.35/hr.
MARCUM, WANDA LYNN	Wage Payroll Release	General Cafeteria Worker	11/14/86	\$3.35/hr.
MCCLURG, KAREN	Wage Payroll Continuation	General Cafeteria Worker	11/3/86 - 5/3/87	\$3.35/hr.
MOREHOUSE, MARY ANGELA	Wage Payroll	General Cafeteria Worker (Will be working 20-25 hours per week)	11/20/86 - 5/20/87	\$3.35/hr.
PENNINGTON, VICTORIA DAWN	Wage Payroll	General Cafeteria Worker (Will be working 20-25 hours per week)	11/20/86 - 5/20/87	\$3.35/hr.
SCOTT, RALPH B.	Wage Payroll Release	General Cafeteria Worker	10/24/86	\$3.35/hr.
SCOTT, THOMAS E.	Wage Payroll	General Cafeteria Worker (Will be working 20-25 hours per week)	11/12/86 - 5/12/87	\$3.35/hr.
WARREN, TAMMY	Wage Payroll	General Cafeteria Worker (Will be working 20-25 hours per week)	11/12/86 - 5/12/87	\$3.35/hr.
WARREN, TAMMY SUE	Wage Payroll	General Cafeteria Worker (Will be working 20-25 hours per week)	11/20/86 - 5/20/87	\$3.35/hr.

02/06/87

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

Page: 035

11/01/86 thru 01/30/87

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Adm. and Fiscal Services -- Auxiliary				
Office of Food Services				
WELLS, FRANCES JEAN	Wage Payroll	Acting Director of Food Services	1/1/87 - 6/30/87	\$6,000.00
University Store				
DAVIS, CHARLES LOGAN	Wage Payroll	Sales Clerk	12/22/86 - 1/9/87	\$3.35/hr.
MILLER, TRACY L.	Wage Payroll	Cashier	1/12/87 - 1/22/87	\$3.35/hr.
TACKETT, LESLEY A	Wage Payroll	Cashier	1/12/87 - 1/22/87	\$3.35/hr.
Housing Office				
WITHROW, SUSAN FRANCES	Resignation	Secretary I	2/20/87	\$9,861.00
Federal -- Restricted Program				
Talent Search -- IBIO				
ADKINS, SANDRA SUE	Fixed Term I	Counselor	7/1/86 - 6/30/87	\$20,016.00
DOWLING, KATHLEEN B.	Probation Completed	Bookkeeper	12/15/86	\$10,500.00
GILLEY, CHARLES RAY	Fixed Term I	Coordinator of Educational Talent Search	7/1/86 - 8/31/86	\$5,282.00
UPCHURCH, ANN PARKER	Fixed Term I	Counselor	8/18/86 - 5/31/87	\$17,123.00

02/06/87

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

Page: 036

11/01/86 thru 01/30/87

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Federal -- Restricted Program				
Kentucky Mining Institute				
STEWART, BARBARA J	Probation Completed	Secretary I	1/1/87	\$11,426.00
 Special Services -- IBIO				
CHANEY, BOBBIE MAE	Fixed Term I	Secretary I	7/1/86 - 6/30/87	\$8,647.00
CRAGER, JENNY B	Fixed Term I	Counselor	8/18/86 - 5/18/87	\$17,491.00
EDINGER, JUDITH ANNE	Fixed Term II	Coordinator of Upward Bound (Working as a consultant for the Special Services grant proposal)	11/8/86 - 11/9/86	\$300.00
LAWSON, M. DIANE	Fixed Term II	Secretary I (Assist with the Special Services proposal)	11/6/86 - 11/9/86	\$125.00
REED, DEBRA SUE	Fixed Term I	Counselor	7/1/86 - 6/30/87	\$19,714.00
SAMMONS, BELVA LYNN	Fixed Term I	Counselor	7/17/86 - 6/30/87	\$20,618.00
 Upward Bound -- IBIO				
BIGNON, JANET I	Fixed Term II	Learning Specialist (Work as a consultant for the Upward Bound return trips)	11/8/86 - 11/9/86	\$300.00
CAMPBELL, GLENNA EVANS	Fixed Term II	Associate Professor of English (Serve as a guest lecturer for the Academic Services Center)	11/22/86 - 11/22/86	\$150.00
DAILEY, PAULA BETH	Fixed Term I	Counselor	7/1/86 - 6/30/87	\$19,800.00

02/06/87

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

Page: 037

11/01/86 thru 01/30/87

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Federal -- Restricted Program				
Upward Bound -- IBIO				
HILTERBRAND, ANGELA C	Fixed Term II	Learning Lab Instructor (Serve as guest lecturer for the Academic Services Center)	11/22/86 - 11/22/86	\$150.00
HILTERBRAND, ANGELA C	Fixed Term II	Learning Lab Instructor (Serve as a consultant for the Upward Bound Follow-up Study)	1/12/87 - 3/6/87	\$300.00
PACK, TED M.	Fixed Term II	Instructor of Mathematics (Working as a consultant setting up the Micro- computer lab.)	11/7/86 - 11/8/86	\$200.00
SAXON, JOYCE FAYE	Fixed Term II	Assist. Professor of Mathematics (Serve as a guest lecturer)	1/24/87 - 1/24/87	\$150.00
Child Development Assoc. Progs.				
BYLUND, PAM	Fixed Term II	Field Trainer	1/25/87 - 6/30/87	\$80 per day
LUNDERGAN, KIMBERLY WELLS	Fixed Term II	Field Trainer	1/25/87 - 6/30/87	\$80 per day
Job Training Pact. Act. Progs.				
HATTON, JUDY GAIL	Wage Payroll	Trainer	1/26/87 - 5/7/87	\$5.00/hr.
MUSSER, ANITA R	Fixed Term II	Receptionist/Typist (Provide 72 hours of typing and computer services)(This PAR replaces previous PAR)	9/18/86 - 10/23/86	\$205.00

02/06/87

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

Page: 038

11/01/86 thru 01/30/87

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Federal -- Restricted Program				
Small Business Dev. Ctr. Prog.				
AKERS, LINDA N	Salary Adjustment	General Management Consultant	9/30/86 - 9/29/87	\$20,650.00 (9.25% Inc.)
MCNUTT, BEVERLY LYNN	Fixed Term I	Marketing Assistant (1/3 time - SBDC; 1/3 time - ORDS and 1/3 time - JTPA)	1/1/87 - 9/29/87	\$9,000.00
MORLEY, MICHAEL JEROME	Salary Adjustment	General Management Consultant	9/30/86 - 9/29/87	\$20,650.00 (9.25% Inc.)
KEI-GED Study at Home Project				
ROSS, NANCY R.	Fixed Term II	Data Entry Operator (Clerical Assistant for telephone campaigns and excess data entry)	1/26/87 - 6/30/87	\$4.50/hr.
KEQC				
BAKER, CAROL TACKETT	Fixed Term II	Teacher	10/1/86 - 6/30/87	\$1,200.00
BLAIR, SHIRLEY S	Fixed Term II	Coord., Clin. & Field Exp. (Three Interns)	10/1/86 - 6/30/87	\$900.00
BROWN, JAMES LUSTER	Fixed Term II	Teacher (Part-time)	10/1/86 - 6/30/87	\$300.00
BROWN, PHILLIP	Fixed Term II	Teacher (Part-time)	10/1/86 - 6/30/87	\$600.00
BURTON, JOYCE ANN	Fixed Term II	Teacher (Part-time)	10/1/86 - 6/30/87	\$1,200.00
CAUDILL, BILLY F	Fixed Term II	Teacher (Part-time)	10/1/86 - 6/30/87	\$1,200.00
DOBLER, G RONALD	Fixed Term II	Dept. Chair, English, For. Lang. & Phil. (Two Interns)	10/1/86 - 6/30/87	\$600.00

02/06/87

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

Page: 039

11/01/86 thru 01/30/87

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Federal -- Restricted Program				
KEDC				
DUNCAN, GRETTA A	Fixed Term II	Assistant Professor of Education (Six Interns)	10/1/86 - 6/30/87	\$1,800.00
DUNCAN, JOHN R	Fixed Term II	Professor of Education (Two Interns)	10/1/86 - 6/30/87	\$600.00
DUNCAN, JOHN R	Fixed Term II	Professor of Education (Coordinate all facets of training tape production)	11/1/86 - 5/1/87	\$3,600.00
DUVALL, DALE	Fixed Term II	Teacher	10/1/86 - 6/30/87	\$300.00
DYE, ROBERT	Fixed Term II	Teacher	10/1/86 - 6/30/87	\$2,100.00
FISCHER, WILLIAM	Fixed Term II	Teacher	10/1/86 - 6/30/87	\$1,800.00
FRANCIS, JAMES F	Fixed Term II	Teacher (Part-time)	10/1/86 - 6/30/87	\$300.00
FRANKLIN, JERRY RUDOLPH	Fixed Term II	Assistant Professor of Education (Conduct assessment for FPMS)	10/31/86 - 10/31/86	\$150.00
FRANKLIN, JERRY RUDOLPH	Fixed Term II	Assistant Professor of Education (Perform FPMS Assessment)	1/15/87 - 2/11/87	\$300.00
FREELAND, KENT E	Fixed Term II	Professor of Education (One Intern)	10/1/86 - 6/30/87	\$300.00
FRYMAN, JOHNNIE G	Fixed Term II	Associate Professor of Mathematics (One Intern)	10/1/86 - 6/30/87	\$300.00
GRIESINGER, LAWRENCE E	Fixed Term II	Professor of Education (Three Interns)	10/1/86 - 6/30/87	\$900.00
HALCOMB, TRUMAN	Fixed Term II	Teacher (Part-time)	10/1/86 - 6/30/87	\$900.00
HARPER, JAMES R.	Fixed Term II	Teacher (Part-time)	10/1/86 - 6/30/87	\$1,200.00
HELPHINSTINE, FRANCES L	Fixed Term II	Professor of English (Two Interns)	10/1/86 - 6/30/87	\$600.00
HERZOG, KATHARINE D	Fixed Term II	Associate Professor of Education (One Intern)	10/1/86 - 6/30/87	\$300.00
HILTON, PATRICIA	Fixed Term II	Teacher (Part-time)	10/1/86 - 6/30/87	\$3,300.00

02/06/87

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

Page: 040

11/01/86 thru 01/30/87

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Federal -- Restricted Program				
KEDC				
HORNE, ULYSUS CAROL	Fixed Term II	Teacher (Part-time)	10/1/86 - 6/30/87	\$900.00
MORSKY, GREGORY A	Fixed Term II	Assistant Professor of Education (Three Interns)	10/1/86 - 6/30/87	\$900.00
HOWELL, BERNICE DELOISE	Fixed Term II	Instructor of Education (Eight Interns)	10/1/86 - 6/30/87	\$2,400.00
ISON, LARRY C	Fixed Term II	Teacher	10/1/86 - 6/30/87	\$900.00
JOHNSON, JAMES	Fixed Term II	Teacher	10/1/86 - 6/30/87	\$1,800.00
JONES, ELMER	Fixed Term II	Teacher (Part-time)	10/1/86 - 6/30/87	\$1,200.00
JONES, PAUL R	Fixed Term II	Teacher (Part-time)	10/1/86 - 6/30/87	\$600.00
KEESEE, DANNA GAIL	Fixed Term II	Teacher	10/1/86 - 6/30/87	\$2,400.00
LUCKEY, SUE Y	Supplementary II	Professor of Business Education (Inservice)	1/22/87 - 1/22/87	\$150.00
MAYHEW, HARRY C.	Fixed Term II	Associate Professor of Education (Four Interns)	10/1/86 - 6/30/87	\$1,200.00
MCGHEE, PAUL RALPH	Fixed Term II	Dept. Chair, Education (Four interns)	10/1/86 - 6/30/87	\$1,200.00
MCPEEK, STEWART	Fixed Term II	Teacher (Part-time)	10/1/86 - 6/30/87	\$600.00
MILLER, RODNEY D	Fixed Term II	Professor of Education (Four Interns)	10/1/86 - 6/30/87	\$1,200.00
MULLINS, CHARLES EARL	Fixed Term II	Teacher	10/1/86 - 6/30/87	\$1,200.00
PAYNE, JOHN WILEY	Fixed Term II	Coordinator of Profes- sional Lab Experience (Four interns)	10/1/86 - 6/30/87	\$1,200.00
PITTS, JOHN K	Fixed Term II	Teacher (Part-time)	10/1/86 - 6/30/87	\$1,800.00
POLLOCK, MARY ANNE	Fixed Term II	Assistant Professor of Education (Three Interns)	10/1/86 - 6/30/87	\$900.00
PRICE, DREAMA D.	Fixed Term II	Assistant Professor of Education (Six Interns)	10/1/86 - 6/30/87	\$1,800.00
PRICKEIT, ROBERT L	Fixed Term II	Assistant Professor of Education (Seven Interns)	10/1/86 - 6/30/87	\$2,100.00

02/06/87

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

Page: 041

11/01/86 thru 01/30/87

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Federal -- Restricted Program				
KEDC				
ROSS, NANCY R.	Probation Completed	Data Entry Operator	1/13/87	\$9,560.00
RUDY, MARY FOWLER	Fixed Term II	Acting Program Manager	12/1/86 - 12/31/86	\$2,156.00
RUDY, MARY FOWLER	Fixed Term II	Acting Program Manager	1/1/87 - 1/31/87	\$2,156.00
RUDY, MARY FOWLER	Fixed Term I Probation New Position	Program Manager	2/1/87 - 6/30/87	\$25,000.00/annually
SAXON, JOYCE FAYE	Fixed Term II	Assistant Professor of Mathematics (Two Interns)	10/1/86 - 6/30/87	\$600.00
SLONE, OGIE MEADE	Fixed Term II	Teacher (Part-time)	10/1/86 - 6/30/87	\$600.00
SLONE, WILLIAM RAY	Fixed Term II	Teacher (12 Interns)	10/1/86 - 6/30/87	\$3,600.00
TAYLOR, STEPHEN S	Fixed Term II	Exec. Dir., Acad. Support Services (Provide assistance in facilitation of evaluation instrument)	12/15/86 - 12/17/86	\$600.00
TUCKER, RONALD F.	Fixed Term II	Professor of Industrial Education (Four Interns)	10/1/86 - 6/30/87	\$1,200.00
VANHOOSE, JOHN S	Fixed Term II	Assistant Professor of Woods (Six Interns)	10/1/86 - 6/30/87	\$1,800.00
WADDELL, JERRY P	Fixed Term II	Teacher (Part-time)	10/1/86 - 6/30/87	\$1,800.00
WELLS, SUE S	Fixed Term II	Assistant Professor of Education (Deliver two FPMS updates in six sessions)	10/27/86 - 10/31/86	\$450.00
WELLS, SUE S	Fixed Term II	Assistant Professor of Education (Four Interns)	10/1/86 - 6/30/87	\$1,200.00
WILSON, ALEDA JEAN	Fixed Term II	Associate Professor of Education (Two Interns)	10/1/86 - 6/30/87	\$600.00
WITTEN, ROSEMARY	Fixed Term II	Teacher (Part-time)	10/1/86 - 6/30/87	\$1,200.00

02/06/87

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

Page: 042

11/01/86 thru 01/30/87

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Federal -- Restricted Program				
Eastco-KY-Babab-Gaolac				
BARNES, DONALD WILLIAM	Fixed Term I	Staff Psychologist	11/15/86 - 6/30/87	\$16,500.00
 Maciki-Bessacsb-Project				
GREEN, IMOGENE MAXIE	Standing II	Farm Laborer - Poultry	7/1/86 - 6/30/87	\$4,389.00
GREEN, MARTIN RAY	Fixed Term I	Poultry Technician	7/1/86 - 6/30/87	\$10,080.00
LOWE, TIMOTHY M.	Fixed Term I	Laborer	11/1/86 - 6/30/87	\$5,848.00
MCCLEESE, DANA VIRGINIA	Fixed Term I	Farm Laborer - Poultry	7/1/86 - 6/30/87	\$8,064.00
MCCLEESE, THOMAS JACKSON	Fixed Term I	Farm Manager	7/1/86 - 6/30/87	\$20,959.00
MULLINS, BOBBY L.	Fixed Term I	Farm Laborer - Swine	7/1/86 - 6/30/87	\$10,500.00
ROWLAND, KEVIN SCOTT	Wage Payroll	Laborer (Not to exceed 180 hours)	11/1/86 - 1/11/87	\$3.35/hr.
ROWLAND, KEVIN SCOTT	Wage Payroll	Laborer	1/5/87 - 1/11/87	\$3.35/hr.
ROWLAND, KEVIN SCOTT	Wage Payroll Continuation	Laborer	1/12/87 - 5/31/87	\$3.35/hr.
WEBB, ONDA A.	Fixed Term I	Truck Driver/General Serviceman	7/1/86 - 6/30/87	\$10,080.00
WHEATLEY, TIMOTHY	Fixed Term I	Swine Herdsman	7/1/86 - 6/30/87	\$13,860.00

1986-87 AUDIT CONTRACT

Recommendation:

Pending approval by the Commonwealth of Kentucky Auditor of Public Accounts, and the Personal Service Contract Review Committee of the Legislature, that the Board award the 1986-87 fiscal year audit contract to Kelley, Galloway and Company.

Background:

In 1985, proposals were requested from public accounting firms to conduct the annual audit of the University as required by statute. The proposal specifications included provisions to award an audit contract for the 1984-85 fiscal year with options to renew for two additional one-year periods.

The contract was awarded to Kelley, Galloway and Company of Ashland, Kentucky. The first renewal period option was exercised for the 1985-86 fiscal year. Contract cost increases are limited to the Consumer Price Index. The contract amount for the 1986-87 fiscal year will be \$42,400 for the university audit and \$2,500 for supplemental reports required by the National Collegiate Athletic Association.

WAGE AND SALARY CLASSIFICATION SYSTEM FOR STAFF

Recommendation:

That the University proceed with the development of a Wage and Salary Classification System for staff for implementation by July 1, 1988.

Further, that the University obtain external assistance as necessary to develop the system, and that the proposed Wage and Salary Classification System and supporting policies be submitted to the Board of Regents for consideration prior to implementation.

Background:

On July 1, 1985, the University adopted a set of Personnel Policies that encompassed all classification of employees including faculty. Since that time, the need has been recognized to further enhance the institution's management of its personnel and pay system by developing a comprehensive Wage and Salary Classification System for staff. Efforts have been made over the past two years to gather information for the development of job descriptions for all staff. Though this aspect of the project isn't complete, information and instrumentation for completing this phase is available and should result in completion within ninety (90) days.

Though time does not permit complete development of a Wage and Salary Classification System for use in salary fund allocation decisions for FY 88, efforts to have a system in place for use for FY 89 is an attainable and realistic objective.

The project will encompass essentially five broad phases:

1. Job analysis and development of job descriptions.
This process has begun and will be completed within ninety (90) days.

2. The evaluation of jobs and the grouping of jobs based on content, using criteria oriented on educational requirements, skill, effort, responsibility, and working conditions.
3. The development of job grades (levels of pay) based on internal comparisons of jobs.
4. Market pricing analysis, which involves the collection and analysis of market data for key comparisons of jobs to establish benchmark salary objectives while recognizing existing internal salary levels. This phase will culminate in the establishment of salary ranges for job grades.
5. Finally, policies outlining the university's wage and salary practices, to include promotion opportunities, transfers, incremental salary adjustments, etc., will serve to support the Salary and Wage Classification System.

While in-house capabilities exist to direct the overall development of the system, external assistance, specifically for phase three and four, will be necessary to meet the internal objective of projection completion prior to March 1, 1988 so that the system can be used for the 1989 fiscal year.

The development of the system should recognize the following principles:

1. The classification system should include staff exempt (salaried employees) and staff non-exempt (hourly wage employees).
2. The classification system and job groupings should be consistent with the Equal Employment Opportunity categorization of non-faculty employees.
3. Salary ranges should reflect realistic salary benchmark objectives.
4. The classification system should encourage the personal advancement and achievement of career and monetary objectives for university employees.

Wage and Salary Classification System for Staff
Page Three

5. Administrative personnel as defined by PG-2 shall be excluded from the classification system, i.e., Vice Presidents, Deans, Department Chairs.
6. The salary or wage of any university staff member employed prior to January 1, 1988, shall not be decreased due to the implementation of the wage and salary classification system.
7. Policies supporting the system should be consistent with state and federal labor laws and the University's Affirmative Action Plan.

THE UNIVERSITY FARM

Recommendation:

That the Board accept the report on the University Farm and the recommendations contained therein.

Background:

In addition to the regular examination and audit of the Morehead State University financial records for FY 86, the administration requested a special and more detailed examination of the University Farm by Kelley, Galloway and Company. This examination was requested due to the farm's unique enterprises, its revenue producing capabilities, and the multiple involvement that the farm has in community service activities, research and instruction. The farm serves as the laboratory for the Department of Agriculture and its various programs. It is by far the largest laboratory supporting an instructional program in the university, and has the greatest amount of state general funds supporting its activities. The farm laboratory also generates substantial income to help support its activities.

Attachments: Report on The University Farm
Auditors Report on The University Farm

REPORT ON THE UNIVERSITY FARM

The examination of the farm by Kelley, Galloway and Company was accomplished by reviewing the official financial statements of the university, the subsidiary ledgers maintained by management in the Department of Agriculture, and other university offices. The auditors' findings and subsequent recommendations led to a further review of farm management practices by the Department of Agriculture and university administrative offices. The following are the findings of Kelley, Galloway and Company and their recommendations to improve the management of the farm and the control of the public resources that support the farm.

Finding:

The Department of Agriculture maintains a subsidiary journal for all revenue and expenditures affecting the University Farm operations. These journals were not routinely reconciled to the official financial records of the university which are maintained by the Office of Business Services. The Office of Business Services provides printed monthly general ledger reports to the Department of Agriculture, as well as budgetary viewing capabilities by CRT on a daily basis.

Corrective Actions:

Department of Agriculture administrators are now, and will continue, to reconcile subsidiary records to the official university records on a monthly basis. Discrepancies will be reported immediately to the University Controller. Line item accounts within the University's general ledger account numbers will be established to record special enterprise expenses and revenues and to serve as control accounts for those projects. The Department of Agriculture will maintain detailed information to facilitate external and internal management reporting requirements of the various enterprises.

Finding:

The University Farm Manager does not maintain a formal ledger of the grain and other feed purchases and usages for the preparation of monthly inventory reports.

Corrective Actions:

The Farm Manager will maintain a formal ledger of grain and feed purchases and usages for the monthly inventory report. Source documents for the purchases will be used to maintain the inventory. The inventory will be maintained on a microcomputer in the Department. A monthly report will be supplied to the Dean of the College of Applied Sciences and Technology and the University Controller. The inventory will be maintained by farm enterprise to reflect daily purchases, harvests, sales or uses of grain or feed.

Finding:

The University Farm and related departmental property and equipment inventory records accumulated through the purchasing office were not updated as to items purchased, returned or disposed of during the year.

Corrective Actions:

The implementation of new university inventory control policies and procedures, and the newly created position of Property Accounting Officer in FY 86 has corrected this deficiency.

Finding:

Monthly invoices for breeding and boarding fees are handled directly by the Department of Agriculture. A log or journal was not maintained to support billing accumulation and payments were not necessarily recorded in the period earned.

Corrective Actions:

The Department of Agriculture has established a receivable system within the Office of Business Services.

SUMMARY OF AUDITORS' FINDINGS

In general, the special audit concluded that the controls in place at the University Farm and in the Department of Agriculture were adequate and no material audit deficiencies were noted. The corrective actions taken by the University are consistent with the recommendations of Kelley, Galloway and Company and will result in improved controls at the University Farm. The FY 87 Audit will encompass the University's corrective actions. In addition to the findings of Kelley, Galloway and Company, other management reviews have resulted in other findings which, when implemented, will further strengthen the management and control of the farm operation. These additional controls deal primarily with the University Farm, the students in the program, and the Farm's relation to the MSU Foundation, Inc.

DEPARTMENT OF AGRICULTURE AND MSU FOUNDATION, INC.

Few academic departments at MSU are as aggressive in fund raising activities to support their program as is the Department of Agriculture and the Dean of the College of Applied Sciences and Technology. These activities result in gifts to the MSU Foundation, Inc., for the benefit of the Department of Agriculture and its programs. Many of these gifts are in the form of horses for the Horsemanship Program. The Veterinary Technology program also benefits from the horses provided by the MSU Foundation, Inc.

In FY 86, the MSU Foundation provided \$33,452 to the University Farm and the Agriculture Department's various enterprises. That support is broken down as follows:

General Expenses	\$13,461
Sheep Project Expenditure	15,750
Purchase of Fence at Farm	<u>4,241</u>
	\$33,452

Of the \$13,461 general expenditure, over \$4,500 was used for Morehead State University workshop students. Within the context of the institution's total budget, the \$33,452 was not substantial, but to the Agricultural Program the funds provided assistance, materials, and support for activities that were otherwise not available from the university.

In FY 86, the Foundation owned and boarded, on the average, 32 horses each month at the University Stables. MSU provided all boarding expenses associated with the upkeep of the horses. Though the Foundation horses provided the Agriculture Program with assets necessary to operate its Horsemanship and Veterinary Technology Programs, the arrangement whereby externally owned assets are maintained with university funds should be evaluated due to the Foundation's non-affiliated (private entity) relationship with the university. Also, no formal arrangement between Morehead State University and the Foundation exists at this time to define responsibilities and expectations regarding the horses.

MOREHEAD STATE UNIVERSITY HORSEMANSHIP STUDENTS

Many students in the Horsemanship Program own their horses, provide their own equipment, and board them at the University Stables. The monthly boarding fee, effective January 1, 1987 is \$150. Students in the program who do not own horses or students who may take a horsemanship course as an elective essentially have "free" use of a horse, while student/owners are paying \$150/month. A question of fairness is raised about the student/owner who are essentially providing their own instructional equipment while other students are not being asked to bear any cost associated with the inherently higher expenses of a horsemanship program. A student fee in addition to the tuition rate charged should be considered for any student participating in the horsemanship program who does not use his/her own horse and equipment.

SUMMARY EVALUATIONS

A formal arrangement between Morehead State University and the Foundation should be developed that defines responsibilities and expectations regarding the boarding, sale, and management of the horses. Assessing the Foundation a fee for the boarding of its horses might be an option as would an agreement whereby the university could define the parameters for the disposition of the revenues from the sale of the horses.

Consideration for a new instructional fee for horsemanship students should also be given, and the monthly boarding fee should be annually evaluated and adjusted accordingly.

Consideration should also be given to requiring of the MSU Foundation, Inc., that all external support for the agricultural program be transferred as needed by the agricultural program to the university. This mechanism would permit maximum control by the university over the resources which the Foundation would be making available to the agricultural program. More effective fiscal control of the program and the use and control of the Foundation assets to support the agricultural program would be possible.

RECOMMENDATIONS

That the Board of Regents endorse the corrective actions taken by the University to comply with the recommendations of Kelley, Galloway and Company in regard to the financial controls at the University Farm.

That the Board of Regents direct that as part of their FY 87 report, the Auditors review the recommendations of their FY 86 report and the corrective actions taken by the University and report the results of that review to management.

That, in an effort to reduce the state subsidy to the Horsemanship Program (\$96,450), student boarding fees be evaluated on an annual basis to insure that the fee is covering full costs.

That an arrangement between MSU and the MSU Foundation, Inc., regarding the Boarding of MSU Foundation horses at University Stables be formalized.

That the MSU Foundation, Inc. consider channeling all funds that support the MSU Agriculture Program through the University financial system for budgetary and fiscal control purposes.

That the University will board a sufficient number of horses for its horsemanship program to insure a ratio of approximately one (1) horse per four enrolled students.

KELLEY, GALLOWAY & COMPANY

CERTIFIED PUBLIC ACCOUNTANTS

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MOREHEAD, KENTUCKY 40351
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Dr. A. D. Albright, President
Members of the Board of Regents
Morehead State University
Morehead, Kentucky

We have examined the financial statements of Morehead State University as of and for the year ended June 30, 1986, and have issued our unqualified report thereon under date of September 26, 1986. At your request, we have also applied certain agreed-upon procedures, as discussed below, to the accounting records and system of internal accounting control of the University Farm and related departments of Morehead State University, as of June 30, 1986. It is understood that this report is solely for your information and is not to be referred to or distributed for any purposes to anyone who is not a member of management or the Board of Regents of Morehead State University. Our procedures and findings are as follows:

Statement of Revenues and Expenditures - Agreed-upon Substantive Procedures

- a. We obtained the University Farm's statement of revenues and expenditures for the year ended June 30, 1986, as prepared by management and have made certain reclassifications to this statement. The reclassified statement is shown in Exhibit I. We recalculated the addition of the amounts on the statement, traced the amounts on the statement to management's worksheets and agreed the amounts to the University's general ledger. We noted no differences between the amounts on the general ledger and the amounts on the worksheets. We discussed the nature of the worksheet reclassifications with management.
- b. We obtained an analysis of certain revenue and expenditure accounts from management and (1) tested certain revenues by tracing to the receipt ticket, check stubs and sales invoice, (2) reviewed the University's egg production contract and recalculated revenues received based on the contract, and (3) supported certain expenditures by reviewing the purchase requisition, purchase order and supporting invoice.
- c. We performed analytical review techniques related to revenues and expenditures of the University Farm and related departments by comparing the current year budgeted revenues and expenditures to the current year actual revenues and expenditures and comparing the prior year actual revenues and expenditures to the current year actual amounts. Explanations of variations from budget and prior year were explained by management.

Because the above procedures "a" through "c" do not constitute an examination made in accordance with generally accepted auditing standards, we do not express an opinion on any of the accounts or items referred to above. In connection with procedure "a" referred to above, no matters came to our attention that caused us to believe that any specified accounts or items should be adjusted. Had we performed additional procedures or had we made an examination of any financial statements of the University Farm and related departments of Morehead State University in accordance with generally accepted auditing standards, matters might have come to our attention that would have been reported to you. This report relates only to the accounts and items specified above and does not extend to the financial statements of Morehead State University or its University Farm and related departments taken as a whole.

Internal Accounting Controls Related to the University Farm and Related Departments - Agreed-upon Procedures

The management of Morehead State University is responsible for establishing and maintaining a system of internal accounting control. In fulfilling this responsibility, estimates and judgements by management are required to assess the expected benefits and related costs of control procedures. The objectives of a system are to provide management with reasonable, but not absolute, assurance that assets are safe-guarded against loss from unauthorized use or disposition, and that transactions are executed in accordance with management's authorization and recorded properly to permit the preparation of financial statements in accordance with generally accepted accounting principles.

Because of inherent limitations in any system of internal accounting control, errors or irregularities may occur and not be detected. Also, projection of any evaluation of the system to future periods is subject to the risk that procedures may become inadequate because of changes in conditions, or that the degree of compliance with the procedures may deteriorate. Our procedures and findings are as follows:

- d. We reviewed an organization chart and job descriptions of key personnel, as prepared by management. We reviewed the extent of documentation of accounting systems and procedures. We also made certain inquiries of management regarding control consciousness, competence of personnel and protection of records and equipment. We noted weaknesses in the general control environment related to documentation of accounting procedures, absence of an internal auditor function and inventorying and accounting for equipment. The records accumulated by the individual departments are not reconciled to the monthly reports generated by the Business Services office. University Farm livestock and grain reports are generated from various forms of documents, however, there is no formal set of ledgers accumulating information on a day-to-day basis. We found the Department of Agriculture bookkeeper does not maintain a subsidiary journal of monthly billings for boarding and breeding fees prepared by her department, nor are these billings recorded on the University's general ledger until actual cash is received and deposited. We also found that University Farm personnel are leasing horses to individuals at no cost, noting a transaction of this nature is required to be approved by the Board of Regents.

- e. We reviewed the University's control procedures over the farm assets, which include livestock, feed and equipment. We found the equipment inventory accumulation maintained through the Purchasing Department to be substandard. We noted instances of items on the listing no longer placed in service and items purchased during the past fiscal year ended June 30, 1986, to be improperly excluded from the listing. We found no formal controls over the feed usage by enterprise or feed type.

Agreed-upon procedures "d" and "e" applied to certain aspects of the University's system of internal accounting control were more limited than would be necessary to express an opinion on the system of internal accounting taken as a whole. Because our study and evaluation was limited to applying agreed-upon procedures "d" and "e" to certain aspects of the system of internal accounting control, we do not express an opinion on whether the system of internal accounting control of Morehead State University in effect for the year ended June 30, 1986, taken as a whole, was sufficient to meet the objectives stated above. In connection with applying our procedures, we did note certain opportunities for improvement in internal accounting controls. Our findings and recommendations are presented in Exhibit II of this report.

Kelley, Gallows & Company

September 26, 1986

MOREHEAD STATE UNIVERSITY

THE UNIVERSITY FARM AND RELATED DEPARTMENTS
STATEMENT OF REVENUES AND EXPENDITURES

FOR THE YEAR ENDED JUNE 30, 1986

	<u>University Farm</u>	<u>Breeding Program</u>	<u>Horse- manship Program</u>	<u>Dept. of Agriculture</u>
REVENUE:				
Farm income	\$ 55,299	\$ -	\$ -	\$ -
Breeding fees, boarding costs, etc.	-	26,009	-	-
Specific farm projects-swine	44,848	-	-	-
	<u>100,147</u>	<u>26,009</u>	<u>-</u>	<u>-</u>
EXPENDITURES (Note 1):				
Salaries and wages	92,903	18,853	29,697	310,495
Fringe benefits	14,559	3,440	5,176	57,181
Travel	-	-	-	2,529
Instructional travel	-	-	-	409
Field travel	-	-	-	1,926
Supplies	52,269	20,370	36,250	9,300
Special expenses	-	-	-	2,196
Postage	-	-	-	1,731
Service contracts	-	-	-	572
Telephone	-	-	-	19
Repairs and maintenance	1,916	109	164	2,515
Special farm project-swine	34,504	-	-	-
Gas and water	18,641	236	2,360	-
Electricity	28,016	3,490	26,314	-
Rentals of equipment	15,789	-	2,234	-
Equipment purchased	16,127	-	1,097	4,603
	<u>274,724</u>	<u>46,498</u>	<u>103,292</u>	<u>393,476</u>
EXPENDITURES OVER REVENUES	<u>\$(174,577)</u>	<u>\$(20,489)</u>	<u>\$(103,292)</u>	<u>\$(393,292)</u>

Note 1: The above expenditures of the University Farm and Related Departments do not include any allocation of the University's Telecommunications, Land and Grounds Maintenance, Safety and Security, Computer Services, Business Services, Custodial Services, Power Plant and General Service departmental costs. The allocation of these departmental costs would require a cost study of each area which was not included in the scope of this report.

Note 2: The unallocated College of Applied Science and Technology represents the expenditures of the following departments within this college which were not included in the scope of this work: Department of Nursing and Allied Health Sciences; Department of Home Economics; Department of Industrial Education and Technology; and the Department of Natural Resources.

<u>Veterinary Technology Program</u>	<u>Unallocated College of Applied Science and Technology (Note 2)</u>
\$ -	\$ -
-	-
-	-
-----	-----
-	-
-----	-----
121,800	49,565
23,550	10,404
1,097	3,602
127	2,021
602	9,509
12,625	1,885
317	5,002
38	615
179	2,825
8	93
4,071	12,416
-	-
2,360	-
11,985	-
-	-
4,105	8,173
-----	-----
182,864	106,110
-----	-----
<u>\$(182,864)</u>	<u>\$(106,110)</u>

MOREHEAD STATE UNIVERSITY

UNIVERSITY FARM AND RELATED DEPARTMENTS
FINDINGS AND RECOMMENDATIONS - INTERNAL ACCOUNTING CONTROLS

JUNE 30, 1986

FINANCIAL ACCOUNTING DATA ACCUMULATION

Finding -

The Department of Agriculture maintains a subsidiary journal on all revenue and expenditures affecting the University Farm operations. During our work we noted these journals are not reconciled to the Business Services general ledger totals generated monthly.

Recommendation -

We recommend the Department of Agriculture bookkeeper reconcile the subsidiary journals she maintains to the Business Services generated monthly general ledger to help assure that only properly approved revenues and expenditures are accumulated in the appropriate account.

UNIVERSITY FARM INVENTORY CONTROLS

Finding -

The University Farm manager does not maintain a formal ledger of the grain and other feed purchases and usages for the monthly inventory reports prepared. The number of pounds purchased is recorded in the Department of Agriculture by being processed through the University's purchasing system but these records are not the source document for the monthly inventory reports. The grain and other feed actually used is not logged, but is the difference of the net effect of beginning inventory plus purchases less ending inventory.

Recommendation -

The University Farm manager should consider maintaining a summary ledger by farm enterprise as to the daily purchases, harvests, sales or uses of grain or other feed to better control the inventory. This summary will assist the manager in determining the economic order quantity at any specific time.

PROPERTY AND EQUIPMENT INVENTORY

Finding -

The University Farm and related department property and equipment inventory records accumulated through the Purchasing Department are currently not updated as to items purchased or retired during the past fiscal year.

Recommendation -

The detail property and equipment inventory records should be revised to account for current year purchases and items sold or no longer placed in service. Without the updated inventory record the value of property and equipment in the various departments is not accurate and does not reconcile to the Plant Fund records.

MONTHLY BILLINGS -- BOARDING AND BREEDING FEES

Finding -

The Department of Agriculture prepares a monthly invoice for breeding and boarding fees. These invoices are mailed directly by the Department to the horse's owner. Currently, no log or journal is maintained to support the billing accumulation. When payments are received the money is deposited by the Department's bookkeeper and is entered in the University's system for the first time.

Recommendation -

We recommend the Department of Agriculture implement an accounts receivable system to adequately record the monthly billings. The system should further be evaluated by the Business Services Controller. If the dollar value is significant, we believe the receivable amount should be recorded in the University's general ledger on a monthly basis to properly match revenues earned in the respective period in which the costs were incurred.

HORSE LEASING ARRANGEMENTS

Finding -

Through the guidance of the College of Applied Science and Technology, the University Farm personnel are currently leasing the University horses to individuals at no charge. The Lessee agrees to feed, care and exercise the animals during the term of the agreement. It is our understanding such an agreement must be approved by the Board of Regents since it relates to a charge for University-owned property.

Recommendation -

We recommend the College of Applied Science and Technology review the agreement with the appropriate Vice-President and such approval of lease transactions be submitted to the Board of Regents for approval.

SUPPLEMENTAL INFORMATION

KELLEY, GALLOWAY & COMPANY

CERTIFIED PUBLIC ACCOUNTANTS

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Dr. A. D. Albright, President
Members of the Board of Regents
Morehead State University
Morehead, Kentucky

The agreed-upon procedures applied to the records of the University Farm and Related Departments of Morehead State University and our auditors' report thereon are presented in the preceding section of this report. The financial information presented herein for the year ended June 30, 1986, was derived from the accounting records tested by us as part of our procedures followed by us in performing the aforementioned agreed-upon procedures. The statistical information presented hereinafter for the years ended June 30, 1986, 1985, and 1984 was accumulated by management and reviewed by us for reasonableness. This report relates only to the accounts and items specified in the preceding section of this report and does not extend to the financial statements of Morehead State University taken as a whole.

Kelley, Galloway & Company

September 26, 1986

MOREHEAD STATE UNIVERSITY

REVENUES AND EXPENDITURES BY FARM ENTERPRISE OF THE UNIVERSITY FARM

FOR THE YEAR ENDED JUNE 30, 1986

	<u>General Farm</u>	<u>Cattle</u>	<u>Swine</u>	<u>Poultry</u>
REVENUE:				
Farm income	\$ -	\$ 7,012	\$ 5,203	\$ 24,701
Special farm projects-swine	-	-	44,848	-
	<u>-</u>	<u>7,012</u>	<u>50,051</u>	<u>24,701</u>
EXPENDITURES:				
Salaries and wages	33,892	4,188	15,282	13,745
Fringe benefits	5,312	656	2,395	2,154
Supplies	19,484	11,480	11,700	1,289
Repairs and maintenance	1,368	-	274	274
Special farm projects-swine	-	-	19,747	-
Gas and water	7,669	708	1,180	1,180
Electricity	12,637	1,396	1,396	6,980
Rentals of equipment	-	2,806	8,641	-
Equipment purchased	<u>3,290</u>	<u>5,345</u>	<u>6,205</u>	<u>691</u>
	<u>83,652</u>	<u>26,579</u>	<u>66,820</u>	<u>26,313</u>
EXPENDITURES OVER REVENUES	<u><u>\$(83,652)</u></u>	<u><u>\$(19,567)</u></u>	<u><u>\$(16,769)</u></u>	<u><u>\$(1,612)</u></u>

<u>Sheep</u>	<u>Agronomy And Other</u>	<u>Total</u>
\$ 1,857	\$ 16,526	\$ 55,299
-	-	44,848
<u>1,857</u>	<u>16,526</u>	<u>100,147</u>
3,827	21,969	92,903
600	3,442	14,559
-	8,316	52,269
-	-	1,916
-	14,757	34,504
236	7,668	18,641
1,396	4,211	28,016
955	3,387	15,789
365	231	16,127
<u>7,379</u>	<u>63,981</u>	<u>274,724</u>
<u>\$ (5,522)</u>	<u>\$ (47,455)</u>	<u>\$ (174,577)</u>

MOREHEAD STATE UNIVERSITY

RECEIPTS AND DISBURSEMENTS OF AGENCY FARM ACCOUNTS

FOR THE YEAR ENDED JUNE 30, 1986

	<u>Breeding Fees</u>	<u>Equestrian Program</u>	<u>Floral Arrange- ments</u>
DEPOSITS HELD FOR OTHERS, June 30, 1985	<u>\$33,594</u>	<u>\$7,164</u>	<u>\$24,003</u>
Receipts	-	4,287	10,178
Disbursements	<u>7,421</u>	<u>5,944</u>	<u>13,599</u>
Disbursements Over receipts	<u>(7,421)</u>	<u>(1,657)</u>	<u>(3,421)</u>
DEPOSITS HELD FOR OTHERS, June 30, 1986	<u>\$26,173</u>	<u>\$5,507</u>	<u>\$20,582</u>

MOREHEAD STATE UNIVERSITY
SELECTIVE STATISTICS OF THE UNIVERSITY FARM
AND RELATED DEPARTMENTS

HORSEMANSHIP PROGRAM

JUNE 30, 1986

HORSEMANSHIP PROGRAM

Daily Average number of Horses Boarded -	
Morehead State University owned	4.0
Morehead State University Foundation-owned	32.3
Breeding program	6.4
Student boarded and other horses	<u>20.3</u>
	<u>63.0</u>
Total MSU Foundation-owned horses boarded at MSU Farm at June 30, 1986	<u>44</u>
Hay and grain cost to board a horse at MSU	<u>\$575/yr.</u>
Cost to board a horse at Harris stables	<u>\$250/mo.</u>
Charge to a student for boarding a horse at Morehead State University:	
Full-time care	\$100.00/month
Part-time care	\$ 55.00/month
Charge for boarding mares related to the breeding program	<u>\$ 5.00/day</u>
Support of the College of Applied Science and Technology from MSU Foundation, Inc. for the year ended June 30, 1986 -	
General expenditures	\$13,461
Sheep project expenditures	15,750
Purchase of fence for the Farm	<u>4,241</u>
	<u>\$33,452</u>

EMERITUS RANK

Recommendation

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

Associate Professor Victor A. Venettozzi (retires May, 1987)

Background

Mr. Venettozzi was recommended by Dr. John Philley, Dean of the College of Arts and Sciences; Dr. Ronald Dobler, Chair of the Department of English, Foreign Languages and Philosophy; and Dr. Roberta T. Anderson, Vice President for Academic Affairs and meets the stated requirements for this particular status as outlined in PAc-3.

**TEMPORARY SUSPENSION OF B.A. DEGREE
IN COMMERCIAL ART**

Recommendation

That the Board of Regents approve the temporary suspension of the B.A. degree in Commercial Art.

Background

This program was never implemented or put into the University catalog. Therefore, the Department of Art in concurrence with the College and University Curriculum Committees and with concurrence of the Vice President for Academic Affairs recommends that the B.A. degree in Commercial Art be temporarily suspended. The Department retains the right to request reactivation of the program at any time within five years.