

M I N U T E S

BOARD OF REGENTS MOREHEAD STATE UNIVERSITY

November 17, 1989

The Board of Regents of Morehead State University met in regular session in the Riggle Room of the Adron Doran University Center on Friday, November 17, 1989, at 10 a.m. in Morehead, Kentucky. Chairman William R. Seaton presided.

Chairman Seaton called the meeting to order.

The invocation was delivered by Regent Howell.

On roll call, the following members were present:

Mr. J. Calvin Aker
Mr. Walter W. Carr
Mr. William E. Cofield
Mr. H. B. Gilliam
Mr. Jerry F. Howell
Mr. Wayne M. Martin
Mr. William R. Seaton
Dr. Alban L. Wheeler
Mr. Charles D. Wheeler

Absent: Mr. Duane Hart

Also, present for the meeting were Ms. Lisa Browning, President of the MSU Alumni Association, and Mr. Robert Chenoweth, University Legal Counsel.

Chairman Seaton asked for corrections, additions, or deletions to the Minutes of the meeting held on September 22, 1989. There being none, Mr. Wheeler moved, seconded by Mr. Martin, that the Minutes be approved as distributed. The motion unanimously carried.

RECOMMENDATION: That the Board approve the awarding of degrees to all candidates who have successfully completed all degree requirements as approved by the faculty of the University at the 1989 Winter Commencement on December 16, 1989.

MOTION: Dr. Wheeler moved, seconded by Mr. Cofield, that the President's recommendation be approved.

VOTE: The motion unanimously carried.

RECOMMENDATION: That the Board afford the same rights of Academic Freedom and Due Process as a tenured faculty member to the following faculty who have been employed, with the primary responsibility of teaching, by Morehead State University for seven or more consecutive years.

<u>Name</u>	<u>Date Employed</u>
Barker, Barbara	1982
Greer, Dale	1982

MOTION: Dr. Wheeler moved, seconded by Mr. Martin, that the President's recommendation be approved.

VOTE: The motion unanimously carried.

RECOMMENDATIONS:

--That the Board approve the revision of PAC-2 regarding promotion review for faculty;

--That the Board approve the revised PAC-17, Sabbatical Leave of Absence effective July 1, 1990;

--That the Board approve the revision of Pac-27 regarding tenure review for faculty; and

--That the Board approve the new Policy on Educational Leave of Absence--Pac-28.

Dr. Grote asked that in the proposed revisions of the Policies on Promotion Review, Sabbatical Leave of Absence, and Tenure Review and the new Policy on Educational Leave of Absence that where the word "annual" appeared in each of the policies that the word "periodic" be substituted. The administration would have the authority to establish the definition of "periodic."

The policies would be amended as follows: (Changes are typed in bold print.)

Policy on Promotion Review--Page 3 of 13, the next to last paragraph should read:

PERIODIC
PERFORMANCE
REVIEWS

Periodic performance reviews are made of faculty members according to established University procedures. Candidates for promotion may include these periodic performance review summaries in promotion portfolios.

Policy on Sabbatical Leave of Absence--Page 1 of 7, section on principles, third line should read:

of The privilege of a sabbatical leave
absence may be granted to an individual
who has demonstrated through **periodic**
. . . .

Policy on Tenure Review--Page 7 of 18, the next to last paragraph should read:

PERIODIC
PERFORMANCE
REVIEWS:

Periodic performance reviews are made of all faculty members according to established University procedures. Candidates for tenure may include these **periodic** performance review summaries in their tenure portfolios.

Further, on page 8 of 18, line 12 should read:

Documentation of the candidate's
periodic . . .

Policy on Educational Leave of Absence--Page 1
of 5, section on principles, third line should
read:

The privilege of an educational leave of
absence may be granted to an individual
who has demonstrated through **periodic . . .**

Dr. Grote said that this was being proposed with
the clear understanding that the administration would
have the authority to establish what "periodic" means.
It may be defined by different levels or classes of
faculty depending on whether they are tenured or not
tenured. Changing "annual" to "periodic" is consistent
with the guidelines and practices of the Southern
Association of Colleges and Schools.

Mr. Howell initiated discussion on the manner
in which tenure was handled. Dr. Wheeler noted that
MSU probably has the most vigorous review process
that this university has ever had. The faculty member
is reviewed by three peer committees, department head,
dean of the college, vice president for academic affairs
and the president.

Mr. Seaton said that he felt a faculty member
should not be retained for six years if he/she is
not going to be tenured.

MOTION: Dr. Wheeler moved, seconded by Mr.
Cofield, that the proposed revised PAc policies
and the new PAc policy be approved as amended.

VOTE: The motion unanimously carried.

RECOMMENDATION: That the Board approve the
revision of the University Holidays Policy
(PG 8).

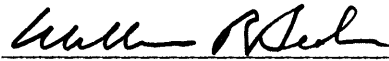
Dr. Wheeler said that he supported the policy,
but noted that the Faculty Senate strongly objected
to not having the opportunity to go through a review
process and give its recommendation.

MOTION: Mr. Carr moved, seconded by Mr.
Wheeler, that the Board approve the President's
recommendation.

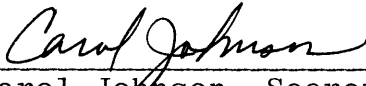
VOTE: The motion unanimously carried.

Further, he informed the Board that the annual Christmas Party was scheduled for Friday, December 15, at 6:30 p.m. with the Winter Commencement ceremonies to be held the following day, Saturday, December 16, at 1:30 p.m. in the Academic-Athletic Center. Dr. Grote advised that further information would be sent to the Board concerning these two activities.

There being no further business, the meeting adjourned on motion by Mr. Aker, seconded by Mr. Gilliam, and unanimously carried.



William R. Seaton, Chairman



Carol Johnson, Secretary

1989 WINTER GRADUATES

Recommendation

That the Board of Regents approve the awarding of degrees to all candidates who have successfully completed all degree requirements as approved by the faculty of the University at the 1989 Winter Commencement on December 16, 1989.

**RECOGNITION OF RIGHTS OF ACADEMIC
FREEDOM AND DUE PROCESS**

Background

Recognition of Rights of Academic Freedom and Due Process was granted to 15 individuals on January 29, 1988 and to an additional three individuals on May 13, 1988. It was the administration's belief that the "window" for "special status" was closed after the above two actions by the Board of Regents and that all such faculty who qualified had been considered. It is important to note that recognition of rights of academic freedom and due process does not grant a faculty member academic tenure.

Analysis

On June 26, 1989, all faculty in tenure-eligible positions were notified in reappointment letters of the appropriate date and timeline for which they were to sit for tenure review. Pursuant to PAC-27, "Faculty who held full-time regular Standing Appointments for the 1986-1987 academic year are subject to the following transition provisions: The probationary period for these faculty shall be no less than five years in a tenurable rank or five years beginning with the 1987-1988 academic year, whichever comes first. Untenured faculty who by the fifth year of probationary status have been employed as faculty by the University for seven or more consecutive years shall not be required, but may elect, to undergo tenure review. (See PAC-26, page 2, statement 4.) Faculty so exempted who do not request review for tenure within five years of attaining tenure-eligible rank forfeit the right to request tenure review in any subsequent year."

However, University legal counsel advised that PAC-18 must be adhered to and does not require the individual faculty member to be in a tenure track position but states: "Faculty members, who have been employed full time at Morehead State University for seven or more consecutive years and are untenured, shall be afforded the same rights of Academic Freedom and Due Process as a tenured faculty member, upon the recommendation of the President and approval of the Board of Regents."

The following recommendation is based upon the advice of University legal counsel. We are bringing the names of two individuals to the Board of Regents for recognition of rights of academic freedom and due process and may have an

additional four faculty members to recommend at a later date. Anticipated revisions to PAC-18 will clarify this situation and in effect close the "window" that now permits the recognition of "special status."

Recommendation

That the Board of Regents afford the same rights of Academic Freedom and Due Process as a tenured faculty member to the following faculty who have been employed, with the primary responsibility of teaching, by Morehead State University for seven or more consecutive years.

<u>Name</u>	<u>Date Employed</u>
Barker, Barbara	1982
Greer, Dale	1982

**APPROVE REVISION OF POLICY ON
PROMOTION REVIEW - PAC-2**

Background

One of the current listed duties and responsibilities of the University's Promotion Committee is to annually review the University's academic promotion policy and to recommend changes or additions as appropriate, to the Faculty Senate. Suggested changes to the promotion policy are discussed by the Faculty Senate and resulting recommendations are forwarded to the Vice President for Academic Affairs. The Vice President for Academic Affairs reviews the recommended changes and any revisions are presented to the President for consideration and recommendation to the Board of Regents for final approval.

Analysis

The 1988-89 University Promotion Committee reviewed PAC-2 and recommended those additions as underlined and deletions as marked out in the attached revised PAC-2 policy. The 1988-89 University Promotion Committee identified a number of revisions regarding the principles, criteria, and process for promotion review. Most all recommendations dealt with clarity and definition.

Recommendation

That the Board of Regents approve the revision of PAC-2 regarding promotion review for faculty.

Subject: Promotion Review

Section Number: PAC - 2

Approval Date: 7/1/85

Revision Date: 8/6/88

PURPOSE:

To define the criteria, procedures, and conditions of the review of University academic personnel for granting promotion.

PREAMBLE:

~~The faculty adhere to the principle and purpose inherent in privilege in rank. Within each rank from instructor through professor, rank shall be a major determinant in administrative decisions regarding salaries, teaching responsibilities, release time, committee assignments, summer employment, and sabbatical leaves. Without this principle and purpose, promotion is meaningless and the system is without merit.~~

I. GENERAL PRINCIPLES

ACADEMIC PRINCIPLES:

Faculty members have an important responsibility in providing evaluations of peers in the promotion process. This responsibility involves the application of academic and professional judgments in a framework of shared authority among various levels of review and between faculty and academic administrators.

The promotion procedures consist of several levels of judgment and review: the department, the college, and the University. The initial reviews will take place at the levels of the department and college and will focus on professional and scholarly judgments of the quality of the individual's academic work. Subsequent levels of university review will bring broader faculty and administrative judgment to bear and will also monitor general standards of quality, equity, and adequacy of the procedures used. At each level, the review process will reflect the competence and perspective of the reviewing body.

EXPECTATIONS AND STANDARDS OF EACH UNIT:

An important part of the whole promotion process for faculty members is that all parties to the process share common expectations and understandings. Since general statements of principles will be broad and inclusive, each academic unit may develop

its own specific expectations and standards in addition to the broad, university wide standards as the operational basis for promotion recommendations. Statements concerning these additional expectations and standards will be available and on file in the Office of the Vice President for Academic Affairs, and will be given to each faculty member.

The review process for promotion is concerned with the academic and professional merits of particular candidates, judged in reference to all alternative candidates, including prospective faculty members. Promotion standards, therefore, cannot be fixed and absolute but will reflect to some extent the varying competitive positions of the university in attracting faculty. Accordingly, evaluations will be influenced by such considerations of relative standing. Likewise, progressively more exacting scrutiny will take place as the faculty member advances in academic rank.

II. CRITERIA FOR PROMOTION

GENERAL CRITERIA:

Promotions shall be based on recognized performance in each of the following areas as appropriate to the particular responsibilities assigned to the faculty member. Promotion is neither an unqualified right nor an automatic consequence of having completed a certain period of service.

The minimal requirements listed below are not the sole determinants in the review process:

1. Teaching excellence--as recognized by colleagues, department chairs, and deans and as assessed by students. Other evidence may include, but not be limited to the following: student contact activities (advisement, supervision of internships and theses); development of new courses, programs, or innovative instructional techniques; teaching awards and honors.
2. Professional achievement--as related to the teaching area may include, but not be limited to the following:

research, scholarly or creative achievements; attendance at professional meetings and leadership roles in professional organizations; participation in seminars and workshops; additional graduate study in the teaching field; work experience; and consulting.

3. Service to the institution and the community--may include, but not be limited to the following: active participation on University, college, department, and Faculty Senate ad hoc and standing committees; service as an official representative of the University; sponsorship of approved co-curricular activities; coordination of and participation in University workshops, conferences, clinics, inservice and special events; development of proposals; development of relationships with professional groups in business, industry, trade, education, and government; non-university service rendered as a citizen, not as a representative of Morehead State University MSU.

III. STATEMENTS REGARDING PROMOTION

TIME IN RANK:

Up to three years of equivalent professional service at other regionally accredited institutions of higher education may be applied to the time in rank requirements for promotion outlined in PAC-1. Credit for equivalent professional service will be recommended to the Vice President for Academic Affairs by the University Promotion Committee in accordance with the criteria established for promotion.

ANNUAL PERFORMANCE REVIEWS

Annual performance reviews are made of faculty members according to established University procedures. Candidates for promotion may include these annual performance review summaries in promotion portfolios.

PROMOTION PORTFOLIO:

The promotion portfolio must contain a curriculum vita, supporting documents, and a letter of intent. The format for presentation of promotion materials will be

determined by the University Promotion Committee. The letter of intent, addressed to the ~~Department Chair~~ College Dean, will state the desire to be considered for a promotion and should contain a summary of major responsibilities and activities since the last rank assignment that merit consideration for the promotion. If a faculty member applies previous service at another institution to the time in rank requirement, the previous service must be documented with respect to teaching excellence, professional achievement, and service to that institution and community. The candidate's portfolio must document all qualifications, and it must be complete at the time of submission.

**CURRICULUM
VITAE:**

The following are guidelines for constructing the curriculum vita. All categories will not apply to each candidate. Whenever appropriate, specific titles, dates, pages, and publishers should be included. A reasonable and selective sample of items under numbers III and IV should be presented.

I. Personal Data

- A. Name
- B. Present rank, administrative title (if applicable), and department
- C. Dates of initial rank assignment and promotions at ~~Morehead State University~~ MSU
- D. Field or fields of specialization
- E. Education completed: degrees, certifications, and/or licenses with institutions and dates awarded or granted
- F. Teaching prior to ~~Morehead State University~~ MSU or related work experience prior to ~~Morehead State University~~ MSU
 - 1. Institutions
 - 2. Dates
 - 3. Responsibilities
 - 4. Rank changes and dates
- G. Memberships in academic honor organizations

II. Teaching Excellence-- Note whenever reassigned time was given.

- A. Teaching load each semester
 - 1. Numbers and titles of courses

- taught
- 2. Credit hours/workload
- B. Student contact activities
 - 1. Number of advisees: graduate, undergraduate
 - 2. Supervisor of internships
 - 3. Direction of theses and service on theses committees
 - 4. Direction of independent studies
 - 5. Service on oral examination committees
 - 6. Other
- C. New courses and programs developed
- D. Innovative instructional techniques developed
- E. Teaching awards and honors
- F. Other evidence of effective teaching

III. Professional ~~Growth~~ Achievement

- A. Scholarship
 - 1. List of published articles
 - 2. List of published books
 - 3. List of published reviews
 - 4. List of papers read at conferences
 - 5. Editorship of or service on editorial boards of professional journals
 - 6. Scholarly grants
 - 7. Sabbaticals
 - 8. Pure research completed
 - 9. Applied research completed
 - 10. Fellowships awarded
 - 11. Awards for scholarship
- B. Creative Productions -- List of:
 - 1. Exhibits
 - 2. Musical compositions published
 - 3. Poems, plays, stories, novels published
 - 4. Artistic performances
 - 5. Speaking engagements
 - 6. Inventions
 - 7. Awards for creative productions
- C. Academic and/or professional organizations
 - 1. Memberships
 - 2. Leadership roles
 - 3. Attendance at conferences
 - 4. Awards for service

- D. Continuing education
 - 1. Seminars attended and form of participation
 - 2. Workshops attended and form of participation
 - 3. Graduate study
 - a. Institution
 - b. Degree being pursued and anticipated date of completion
 - c. Credit hours completed
- E. Relevant work experience and consulting
 - 1. Institution/agency
 - 2. Responsibilities
 - 3. Dates
- F. Other evidence of professional growth

IV. Service

- A. List of University, college, department, and Faculty Senate ad hoc and standing committees with level indicated in each case
- B. Sponsorship or advisor of University-approved extracurricular activities
- C. Service as official representative of the University
 - 1. Place
 - 2. Responsibility
 - 3. Date
- D. Coordination of and participation in ~~Morehead State University~~ MSU workshops, conferences, clinics, inservice, and special events
 - 1. Title
 - 2. Form of participation
 - 3. Date
- E. Development of proposals to benefit the University
 - 1. Title of proposal
 - 2. Date submitted
 - 3. Accepted or rejected
- F. Development of relations with professional groups (business, industry, trade, education, and government)
- G. Honors and awards for service
- H. Other University service
- I. Non-university service

SUPPORTING DOCUMENTS:

The supporting documents should be arranged in the following categories:

- A. Documents which support personal data (for example)
 - copies of official transcripts
 - copies of official letters of promotion at other institutions
- B. Documents which support ~~effectiveness~~ of teaching excellence (for example)
 - copies of results of teacher ratings
 - copies of descriptions of innovative instructional techniques
 - copies of teaching awards and honors
 - letters reflecting teaching competence
- C. Documents which support evidence of professional achievement (for example)
 - copies of published articles, books, reviews
 - copies of papers read at conferences
 - copies, slides, tapes of, or patents for creative productions
 - evidence of roles in academic organizations
 - evidence of continuing education including transcripts of graduate work
 - programs identifying speaking engagements
- D. Documents which support service (for example)
 - copies of proposals to benefit the university
 - copies of honors or awards for service

**PROMOTION
COMMITTEES:**

Department, College, and University Promotion Committees will be formed exclusively with tenured faculty (see exception in #8) and operate within the following structure and procedures:

1. No candidate for promotion, candidate's spouse, department chairs, or deans will serve on promotion committees.
2. No faculty member will serve on more than one promotion committee.
3. Preference for committee membership

shall be given to those who have undergone promotion review process and are at or above the rank of the individual requesting promotion.

4. The chairperson of each promotion committee shall be elected by the committee.
5. In academic areas where schools are the administrative unit above the department level, the peer review will be by the department, college, and university promotion committees.
6. The University Promotion Committee shall consist of nine (9) faculty members elected by the Faculty Senate from the tenured, full-time faculty and must include three representatives from each college and shall include both males and females. No two representatives shall should be from the same department/school. Committee members shall be full professors. In the event that full professors are unavailable, associate professors may serve; if no associate professors are available, assistant professors may serve. Term of service shall be three years, with one member from each college being replaced each year. A member may not hold successive terms. The Faculty Senate shall elect members to the committee by May 1 of the prior academic year. Committee members shall be notified in writing as to their own and others' selection to the committee prior to the committee's first meeting.
7. The College Promotion Committee shall consist of one representative from each department of the college. These members shall should be tenured, full-time faculty members. Each department will elect by secret ballot, a representative to serve a two year term on the college committee by September 1. Committee members shall be notified in writing as to their own and others' selection to the committee prior to the committee's first meeting.

8. The Department Promotion Committee should consist of the department as a whole (if not excluded by conditions 1 and 2 above). Each department may choose to elect a Department Promotion Committee. All faculty who are not excluded by conditions 1 and 2 above are eligible for committee membership and are elected by secret ballot. all eligible tenured faculty. If the departmental committee consists of fewer than five members, the committee may add enough full-time tenure-track faculty members to form a five member committee.
9. The quorum necessary for voting will be two-thirds of the total membership of a committee.
10. All voting on candidates will be by secret ballot. Recommendation for promotion requires an affirmative vote by a majority of committee members voting. There shall be no abstentions in the voting process. In all committee recommendations the number of "yes" votes and the number of "no" votes must be recorded.
11. Justification for the recommendation of each candidate must be in detailed narrative format on the appropriate form. The narrative must reflect the candidate's teaching excellence, professional achievement, and service activities and include statements of strengths and weaknesses. Minority views shall also be included.
- ~~11. In all cases, promotion committees must state in writing on the appropriate form the rationales for the majority recommendation and a numerical rating of qualification for promotions. Those in the minority must also state their rationale in writing.~~
12. Promotion committees' deliberations must be treated confidentially and must not be discussed outside of

promotion committee meetings.

IV. PROMOTION PROCESS

GUDIELINES:

All new faculty and prospective candidates for promotion may elect to attend an orientation workshop sponsored and presented by the Vice President for Academic Affairs and the previous year's chair of the University Promotion Committee that shall be held no later than October 15 of each year. Each candidate for promotion will receive peer review at the department, college, and university levels. In addition to peer review, each candidate will be reviewed by his/her Department Chair, Associate Dean (if applicable), College Dean, and the Vice President for Academic Affairs. The President makes the final recommendation to the Board of Regents.

INITIATION OF THE REVIEW PROCESS:

BY JANUARY 15: The candidate applying for promotion review has the responsibility for submitting the required promotion portfolio, which includes a letter of intent (to the Dean,) curriculum vita, and supporting documents, ~~to his/her college dean.~~ The dean will place the portfolio in a secure area for review by the appropriate Department Promotion Committee, College Promotion Committee, Department Chair, Associate Dean (if applicable), and College Dean.

REVIEW OF PORTFOLIOS:

The review process will proceed as described below:

1. BY FEBRUARY 1: Department Promotion Committee, Department Chair, College Promotion Committee, Associate Dean (if applicable), and College Dean independently review will have reviewed the portfolios and make made a determination regarding a positive or negative recommendation. The recommendation and supporting rationale and ~~numerical rating of qualifications~~ for promotion are documented on the appropriate form ~~(see attached Forms A and B)~~ and submitted to the ~~college representatives of the University Promotion Committee~~ Vice President for Academic Affairs.
2. BY FEBRUARY 5: As soon as these reviews are completed, the College Dean sends the

portfolios to the Vice President for Academic Affairs, who places the portfolios in a secure area for review by the University Promotion Committee. At that time the Vice President for Academic Affairs will convene the University Promotion Committee and convey, to the committee, two copies of recommendations from all prior committees and administrators described in Section IV, 1. above.

3. BY FEBRUARY 5: The two College representatives of the University Promotion Committee inform will have informed the candidates of the appropriate Department and College Promotion Committees', Department Chair's, College Promotion Committee's, Associate Dean's (if applicable), and College Dean's recommendations through presentation of the summary form (see attached Form C) a photocopy of those recommendations and a summary of the candidate's options at that point.
4. BY FEBRUARY 10: All portfolios will be automatically reviewed unless a written request to withdraw the portfolio is submitted to a college representative of the University Promotion Committee, who will then return the portfolio to the candidate. If the candidate receives any negative recommendations, he/she may request that it be sent on without responding or request that it be sent on with a letter of response. If the candidate chooses to submit a letter of response, it must be submitted to the chair of the University Promotion Committee.
- ~~4. If all recommendations are for promotion, the portfolio will automatically be reviewed by the University Promotion Committee. If any recommendation is against promotion, the candidate may withdraw the portfolio, request that it be sent on without responding, or request that it be sent on with a letter of response to any recommendation against promotion. If the candidate chooses to submit a letter of response, it must be submitted to the appropriate representative of the University Promotion Committee. To~~

~~withdraw the portfolio, a candidate must submit a written request to the college representative of the University Promotion Committee, who will then return the portfolio to the candidate.~~

5. BY MARCH 1-5: The University Promotion Committee reviews will have reviewed the candidate's portfolio; the recommendations by the Department ~~Promotion Committee and~~ College Promotion Committees, the Department Chair, ~~the College Promotion Committee~~, Associate Dean (if applicable), and College Dean; and any letter of response and ~~makes will have made~~ a determination regarding a positive or negative recommendation. The recommendation and supporting rationale and ~~numerical rating of qualification for promotion is will be~~ documented on the appropriate form ~~(See attached Form D).~~
6. ~~By March 20:~~ BY THE END OF TWO WORK WEEKS: ~~The two College representatives on the University Promotion Committee representatives from each college will inform have informed~~ their college's candidates for promotion of the University Promotion Committee's recommendation. If the recommendation was is for promotion, the portfolio will automatically be made available for review by the Vice President for Academic Affairs, the President, and the Board of Regents. If the University Promotion Committee's recommendation ~~is was~~ against promotion, a college representative will ~~inform have informed~~ the candidate; and the candidate may withdraw the portfolio, request that it be sent on without responding, or request that it be sent on with a letter of response. If the candidate chooses to submit a letter of response, it must be submitted to the Vice President for Academic Affairs. To withdraw the portfolio, a candidate must submit a written request to the college representative of the University Promotion Committee, who will then return the portfolio to the candidate.
7. BY APRIL 15: The Vice President for Academic Affairs ~~reviews will have reviewed~~ the portfolio, the recommendations, and the letters of response. The Vice President

~~makes a~~ will provide feedback to the University Promotion Committee prior to making a recommendation on each portfolio to the President ~~who in turn recommends The President, in turn will recommend~~ to the Board of Regents, ~~which who~~ will make the final decision at its next Board of Regents' meeting.

8. BY 1-ONE WEEK AFTER BOARD'S DECISION:
Within one week of the Board of Regents' decision, the President ~~informs~~ will have informed each candidate in writing of the decision. The promotion portfolio will be available for return.
9. BY 2-TWO WEEKS AFTER BOARD'S DECISION:
Each candidate who ~~did does~~ not receive promotion will ~~have been be~~ invited to meet with the Vice President for Academic Affairs for further explanation. The candidate has the option to decline this invitation.

November 17, 1989

**APPROVE REVISION OF POLICY ON
SABBATICAL LEAVE OF ABSENCE - PAC-17**

Background

In the past, sabbatical leaves have been used by faculty members to pursue advanced graduate study. Passage of PAC-28, Educational Leave of Absence, will make that purpose inappropriate for a sabbatical.

Planning for a sabbatical leave often requires more time than currently available. Applications are due in February prior to the academic year in which leave may be granted. Usually, notification of approval is not available until late in the semester.

This version of PAC-17 incorporates more appropriate criteria to be used in the consideration of sabbatical leave applications. Further, it includes more appropriate faculty obligations than the current PAC-17.

Analysis

The revision of PAC-17 omits advanced degree pursuit as an appropriate purpose. The submission date for applications is changed from February 1 to October 1 and also allows submission two years in advance. Selected criteria for consideration have been revised for clarification or eliminated, and guidelines for priorities for granting leaves have been eliminated. Faculty obligations have been revised to eliminate reporting of activities. Exceptions to the procedures for awarding sabbaticals specified in PAC-17 have been eliminated.

Recommendation

That the Board of Regents approve the revised PAC-17, Sabbatical Leave of Absence effective July 1, 1990.

Subject: Sabbatical Leave of
Absence

Section Number: PAC-17

Approval Date: 7/1/85

Revision Date:

PURPOSE:

To provide a leave of absence with pay for research and independent study, professional ~~education preparation~~ programs enhancement such as institutes and workshops, and travel related to the applicant's professional interests. Sabbatical leave will not be granted for the purpose of pursuing an advanced degree.

A sabbatical is a privilege which may be granted to an individual who has demonstrated by publication, teaching, exhibition or performance an above average ability in scholarship, research, or other creative accomplishment.

PRINCIPLES:

The privilege of a sabbatical leave of absence may be granted to an individual who has demonstrated through annual performance evaluation of teaching effectiveness, professional activities, and service, an above-average potential to provide tangible contributions to the University upon completion of this sabbatical leave of absence.

All requests for sabbatical leave will be considered. However, budgetary constraints that may vary from year to year may limit the number of leaves granted.

The sabbatical leave of absence is not intended to substitute for the educational leave as described in PAC-28.

ELIGIBILITY:

~~Standing appointment~~, Full-time, tenured (~~exception 3.b below~~) faculty members and academic administrators who hold tenure in an academic rank, ~~meeting~~ and who meet the following conditions may apply for a sabbatical leave of absence:

- ~~1. They hold the rank of Professor, Associate Professor, or Assistant~~

Professor.

1. Rank of Assistant Professor, Associate Professor, or Professor

~~2. They have served the University for a minimum of six consecutive contract years of full-time service. Time spent on any type of leave of absence is not counted as full-time service.~~

2. A minimum of six consecutive contract years of full-time service.

3. a. They are Tenured (if they are paid through the University) or

b. If paid with funds provided by an agency other than the University, and in a non-tenured position, they have served at least seven years in one of the ranks listed above. In these cases, the use of restricted funds for sabbatical must be allowed by the granting agency.

AGE LIMITATIONS:

A sabbatical leave will not be granted to an individual who, because of mandatory retirement age requirements, cannot provide two contract years of full-time service to the University following return from the sabbatical leave. (NOTE: Mandatory retirement age will no longer be in effect after December 31, 1993.)

CRITERIA FOR CONSIDERATION:

Factors considered in evaluating an application for sabbatical leave are:

~~1. The validity of purpose.~~

1. The potential value of the leave for the professional growth of the applicant.

~~2. The potential value of the leave to Morehead State University.~~

2. ~~3.~~ The quality of academic service by the applicant.

3. The potential for the enhancement of the University's academic program.

- ~~4. The distribution of approved leaves among the University's departments and colleges.~~
- ~~5. The length of service of the applicant.~~
- ~~6. The availability of institutional funds.~~
- ~~7. The means required to handle the workload of the applicant during the leave period.~~
- ~~8. The determination of whether or not the applicant has previously been granted a sabbatical leave.~~

GUIDELINES FOR
PRIORITIES FOR
GRANTING LEAVES:

~~The following guidelines shall be considered in considering applicants for sabbatical leaves:~~

- ~~1. Sabbatical leave priorities shall be based primarily upon factors which are felt to be most valuable and useful to the institution as stated specifically above.~~
- ~~2. Priority shall be awarded to those persons who can receive the sabbatical without the necessity of replacing them in their assignment while they are away from the University.~~
- ~~3. Priority shall be awarded to those faculty who are in need of training in another field in order to remain in employment with the University and meet the University's needs.~~

SUBMISSION OF
REQUEST FOR
SABBATICAL LEAVE:

The faculty member is responsible for submitting his/her ~~an~~ application for a sabbatical leave on a the appropriate form ~~provided by the University~~. Such applications should ~~shall~~ be submitted to the Department Chair ~~by the February 1~~ no later than October 1 preceding the fiscal year during which the leave is to begin. A faculty member may submit an

application a year in advance.

The application must be accompanied by the following:

1. ~~2.~~ A vita giving full details of the applicant's educational preparation, work history, and accomplishments at Morehead State University. ; and
2. ~~1.~~ A statement giving full details concerning the purpose of the leave and plans for its use;

THE REVIEW
PROCESS:

The applications shall be reviewed by the a Department Chair, Department Leave Committee (composed of tenured faculty members), and in turn the department chair, the associate dean (if appropriate), the college Dean, the University Sabbatical Leave Committee appropriate university leave committee, and the Vice President for Academic Affairs, ~~and the President.~~ No person shall be on both departmental and university leave committees. The findings recommendations of each review level shall be recorded and ~~passed along submitted to each the next~~ higher level of review.

Recommendations will be made by the Vice President for Academic Affairs to the President.

THE APPROVAL
PROCESS:

Sabbatical leave of absence applications which are recommended by the President are sent to the Board of Regents for final approval.

Applications submitted a year in advance will be reviewed a year in advance. If a sabbatical leave is denied, a new application may be filed.

SALARY PAYMENT
WHILE ON LEAVE:

~~Persons granted leaves may~~ A person granted a sabbatical leave may receive full monthly base salary for up to one semester payable over the semester or one-half of the monthly base salary for up to two semesters payable over nine or twelve months. The salary will be based upon that which the person would have

~~been earned during the time of the sabbatical leave~~ received for the academic year had the sabbatical leave not been taken.

FACULTY RIGHTS
DURING THE LEAVE:

The successful applicant will enjoy retain the following rights during time spent on a sabbatical leave of absence:

1. The recipient may share in the salary increases awarded by the University.
2. Time spent on sabbatical leave time will be credited as active service for retirement purposes. University and faculty contributions will continue on the basis of full salary.
3. The leave period counts toward requirements for promotion.
4. The recipient ~~may~~ will return to ~~his/her the~~ former position with the University unless otherwise agreed to by the employer and employee.
5. The recipient who is a member of the a University insurance coverages ~~shall plan will~~ continue to receive coverage in these plans at the same rates while on a sabbatical leave. This applies to dependents as well.

FACULTY
OBLIGATIONS
REGARDING
THE LEAVE:

The successful applicant will ~~have the~~ accept the following obligations regarding the sabbatical leave of absence:

1. ~~The recipient of a leave will submit the following reports to the appropriate college Dean:~~
 - a. ~~An interim report during the sabbatical leave indicating how the leave is being spent. This report will consist of a description of activities or coursework being taken and credit being earned.~~
 - b. ~~The final report consisting of a~~

~~description of how the leave was spent and supporting documents such as transcripts.~~

1. ~~2.~~ After the leave expires, the recipient shall return to service at Morhead State University for at least two years after the sabbatical leave expires or repay the amount of compensation received while on leave. If the recipient of a sabbatical leave returns to the University for a period less than two years, the amount repayable shall be prorated in relation to the amount of return service given. For example, if he/she returns for one year, the repayable amount shall be one-half the compensation received while on leave.

- ~~3. The recipient of a paid sabbatical leave must not be gainfully employed during the period of the leave. This restriction, however, is not to be construed to mean that an individual who has been awarded a scholarship, assistantship, or other honorary stipend be deprived of the sabbatical leave if the scholarship, assistantship, or stipend does not involve duties separate from the purpose for which the leave is granted.~~

2. ~~4.~~ An agreement will be drawn up between the recipient and the University stating the approved activities during the sabbatical confirming the approved sabbatical plan and the recipient's rights and obligations. The recipient shall make progress reports to the appropriate college dean at both the mid-point and at the end of the sabbatical leave. Failure of the recipient to comply with the contracted provisions of the sabbatical will result in cancellation of the sabbatical, repayment of all salaries received as a result of being granted the leave, and forfeiture of all rights specified in the sabbatical leave agreement. ~~The cost of legal~~

~~proceedings will be borne by the party breaking the agreement.~~

3. Since the sabbatical leave is granted for academic purposes, paid employment is not an acceptable basis for such a leave. However, it is recognized that some forms of remuneration as well as scholarships, fellowships, and other honorary stipends may be a legitimate component of an academic experience. Therefore, a limited amount of income is allowable as part of the sabbatical experience. The determination of any limits to be placed on income earned during a sabbatical leave should be made by the University Leave Committee as a part of its review of the application. Recommendations as to such limits can be made at all other levels of review.

**SUBSEQUENT
SABBATICAL
LEAVES:**

An individual becomes eligible to apply for a subsequent sabbatical leave under the terms and conditions specified above, provided that a minimum of six contract years of full-time service has elapsed since ending a previous sabbatical leave. ~~(Time spent on any leave is not counted as a part of the six contract years of full-time service.)~~

EXCEPTIONS:

The President has the option of making exceptions to the above stated policy when deemed in the best interest of the University.

**APPROVE REVISION OF POLICY ON
TENURE REVIEW - PAC-27**

Background

One of the current listed duties and responsibilities of the University's Tenure Committee is to annually review the University's academic tenure policy and to recommend changes or additions as appropriate, to the Faculty Senate. Suggested changes to the tenure policy are discussed by the Faculty Senate and resulting recommendations are forwarded to the Vice President for Academic Affairs. The Vice President for Academic Affairs reviews the recommended changes and any revisions are presented to the President for consideration and recommendation to the Board of Regents for final approval.

Analysis

The 1988-89 University Tenure Committee reviewed PAC-27 and recommended those additions as underlined and deletions as marked out in the attached revised PAC-27 policy. The 1988-89 University Tenure Committee identified a number of revisions regarding the principles, criteria, and process for tenure review. Most all recommendations dealt with clarity and definition.

Recommendation

That the Board of Regents approve the revision of PAC-27 regarding tenure review for faculty.

Subject: Tenure Review

Section Number: PAC-27

Approval Date: 8/6/88

Revision Date:

PURPOSE:

To define the criteria, procedures, and conditions of the review of University academic personnel for the awarding of tenure.

I. GENERAL PRINCIPLES

**ACADEMIC
PRINCIPLES:**

Faculty members have an important responsibility in providing evaluations of peers in the tenure process. This responsibility involves the application of academic and professional judgments in a framework of shared authority among various levels of review and between faculty and academic administrators.

The tenure procedures consist of several levels of judgment and review: the department, the college, and the University. The initial reviews will take place at the level of the department and college and will focus on professional and scholarly judgments of the quality of the individual's academic work. Subsequent levels of University review will bring broader faculty and administrative judgment to bear and will also monitor general standards of quality, equity, and adequacy of the procedures used. At each level, the review process will reflect the competence and perspective of the reviewing body.

**EXPECTATIONS AND
STANDARDS OF EACH
UNIT:**

An important part of the whole tenure process for faculty members is that all parties to the process share common expectations and understandings. Since general statements of principles will be broad and inclusive, each academic unit may develop its own specific expectations and standards in addition to the broad, University-wide standards as the operational basis for tenure recommendations. Statements concerning these additional expectations and standards will be available and on file

in the Office of the Vice President for Academic Affairs, and will be given to each faculty member.

The review process for tenure and ~~promotion~~ is concerned with the academic and professional merits of particular candidates, judged in reference to all alternative candidates, including prospective faculty members. Tenure standards, therefore, cannot be fixed and absolute but will reflect to some extent the varying competitive positions of the University in attracting faculty. ~~Accordingly, evaluations will be influenced by such considerations of relative standing. Likewise, progressively more exacting scrutiny will take place as the faculty member advances in academic rank.~~

**CHANGING NEEDS
AND PRIORITIES:**

Although the tenure process is geared, narrowly and properly, to evaluating individual performance, the changing needs and priorities of the institution may also affect the decision to grant tenure. Both equity and the long-range interests of the institution, however, require directing primary attention to University needs and priorities at the time of appointment and ~~careful intermediate and longer range academic personnel planning.~~

TENURE DEFINED:

Tenure is a system by which competent, productive faculty members who meet certain stated criteria are informed that they have successfully completed their probationary period and are recognized as continuing members of the faculty free to pursue their academic interests and responsibilities with the confident knowledge that termination of their appointment can be only for cause (see Section III).

II. CRITERIA FOR TENURE

**GENERAL
CRITERIA:**

Tenure shall be based on the potential for future advancement in each of the areas as indicated by performance during the probationary period.

The minimal requirements listed below are not the sole determinants in the process:

1. Teaching excellence -- as recognized by colleagues, department chairs, and deans and as assessed by students. Other evidence may include, but not be limited to, the following: student contact activities (advisement, supervision of internships and theses); development of new courses, programs, or innovative instructional techniques; teaching awards and honors.
2. Professional achievement -- as related to the teaching area may include, but not be limited to, the following: research, scholarly or creative achievements; attendance at professional meetings and leadership roles in professional organizations; participation in seminars and workshops; additional graduate study in the teaching field; work experience; and consulting.
3. Service to the institution and the community -- may include, but not be limited to, the following: active participation on University, college, department, and Faculty Senate ad hoc and standing committees; service as an official representative of the University; sponsorship of approved co-curricular activities; coordination of and participation in University workshops, conferences, clinics, inservice and special events; development of proposals; development of relationships with professional groups in business, industry, trade, education, and government; non-University service rendered as a citizen, not as a representative of Morehead State University.

III. STATEMENTS REGARDING TENURE

TO WHOM TENURE PROVISIONS APPLY:

Provisions for holding academic tenure apply to all faculty members of Morehead State University holding full-time, regular Standing Appointments to the rank of Professor, Associate Professor, and Assistant Professor, and Instructor. Academic tenure is granted only in an academic program area.

PROBATIONARY OR PRE-TENURE

The probationary appointment period in the University is five years of continuous employment, beginning with the first full-time regular standing appointment to any rank. Time while on leave without pay shall be determined according to PG-9.

However, Up to three years of equivalent professional service at other accredited institutions of higher education or an earlier appointment at Morehead State University may be applied toward this five-year probationary period upon appointment or return to active service at Morehead State University. Credit for equivalent professional service will be recommended to the Vice President for Academic Affairs by the University Tenure Committee in accordance with the criteria established for tenure. ~~Criteria for awarding equivalent professional service will be established by the Vice President for Academic Affairs.~~

A faculty member will not be retained beyond a total of six years of full-time continuous employment in regular standing appointments without attaining tenure. To be tenured, a faculty member must make application for tenure through the appropriate tenure review structure, be recommended for tenure by the President of the University, and be approved by the Board of Regents for tenure.

This requirement will apply to eligible faculty members hired by the University who did not hold full-time regular

Standing Appointments for the 1986-1987 academic year.

A faculty member who holds tenure-eligible rank must be reviewed for the awarding of tenure no later than the fifth year of probationary status.

**NON-TENURABLE
ACADEMIC
APPOINTMENTS:**

The tenure provisions defined herein do not apply to the following academic appointments:

1. Appointments designated as Standing II, Fixed-Term I, Fixed-Term II, or Visiting.
2. Appointments without remuneration.
3. Academic appointments to ranks other than Professor, Associate Professor, or Assistant Professor.

NOTE: Fixed-Term Appointments are discontinued automatically at the stated ending date or for cause during the term of the appointment but may be renewed. Standing II Appointments and Standing I Appointments in nontenure-eligible ranks are terminable under the conditions of termination stated in PAC-26.

**TRANSITION
PROVISIONS:**

Faculty who held full-time regular Standing Appointments for the 1986-1987 academic year are subject to the following transition provisions:

The probationary period for these faculty shall be no less than five years in a tenurable rank or five years beginning with the 1987-1988 academic year, whichever comes first.

Untenured faculty who by the fifth year of probationary status have been employed as faculty by the University for seven or more consecutive years shall not be required, but may elect, to undergo tenure review. (See PAC-26, page 2, statement 4.) Faculty so exempted who do not request review for tenure within five years of attaining tenure-eligible rank forfeit the right to request tenure review in any

subsequent year.

Those exempted faculty electing to apply for academic tenure forfeit their exempted status and shall undergo the same process with the same benefits/consequences as other faculty who apply for tenure.

**NOTIFICATION
ABOUT
PROBATIONARY
PERIOD FOR
NEW FACULTY:**

Each new faculty member is given a Contract for Academic Service on which the starting amount of probationary credit is stipulated. Candidates for tenure applying previous credit toward tenure should include a copy of the contract documenting faculty years in service credit in their tenure portfolio.

A faculty member granted credit for probationary years upon appointment or promotion to a tenure eligible rank may request part or all of that time to be rescinded if he/she needs more time to develop credentials for tenure. However, such request may not be made after the tenure review process has started in the fifth probationary year.

A document signed by the Dean and the faculty member confirming the change in years of probationary status shall be executed.

**COMPUTING A YEAR
OF CREDIT TOWARD
TENURE:**

In order to facilitate the administration of tenure review procedures, there shall be a common tenure anniversary date of July 1. This tenure anniversary date does not necessarily coincide with the faculty member's date of initial appointment. A year of credit toward tenure is earned in any year in which the tenure-eligible faculty member has full-time active employment status of no less than half of the July 1 through June 30 year (one semester if he/she normally is appointed for two semesters).

Since the purpose of the probationary period is to provide opportunity for observing the faculty member, time spent on leave of absence will not be counted as active employment, except as

specified in Pg-9 or PAc-28. for leave of absence for education purposes (see PG-9).

**NOTICE OF
NONREAPPOINTMENT
AND TERMINATION:**

- I. Standards for notice of non-reappointment for tenure-eligible positions are as follows:
 - A. Dates
 1. Not later than March 1 of the first academic year of service.
 2. Not later than December 15 of the second academic year of service.
 3. After two or more years of service in the University, twelve months.
 - B. The President notifies the faculty member to be nonreappointed after consultation with the appropriate Academic Administrators.
- II. All full-time and part-time faculty members of Morehead State University whose appointments are not being renewed have the right to a written statement of reasons for nonrenewal upon request to the President. A faculty member must request the written statement of reason(s) within thirty (30) calendar days of notice of nonreappointment. Such reasons for nonreappointment will be given by the President within thirty (30) calendar days following the request. All faculty members have the right to appeal to the Faculty Rights and Responsibilities Committee.

**ANNUAL PERFORMANCE
REVIEWS:**

Annual performance reviews are made of all faculty members according to established University procedures. Candidates for tenure may include these annual performance review summaries in their tenure portfolios.

TENURE PORTFOLIO:

The tenure portfolio must contain a curriculum vita, supporting

documentation (documents, letters, papers, etc.) and a letter of intent. The format for the presentation of tenure material will be determined by the University Tenure Committee. The letter of intent, addressed to the College Dean, will state the desire to be considered for tenure and should contain a summary of major responsibilities and activities during the probationary appointment period. Documentation of the candidate's Annual Performance Review may also be included in the portfolio. If a faculty member applies previous service at another institution to the probationary period the previous service must be documented with respect to teaching excellence, professional achievement and service to that institution and community. The candidate's portfolio must document all qualifications, and it must be complete at the time of submission. and supporting documents.

CURRICULUM VITAE:

The following are guidelines for constructing the curriculum vita. All categories will not apply to each candidate. Whenever appropriate specific titles, dates, pages, and publishers should be included. A reasonable sample of items under numbers III and IV should be presented.

I. Personal Data

- A. Name
- B. Present rank, administrative title (if applicable), and department
- C. Dates of initial rank assignment and promotions at Morehead State University
- D. Field or fields of specialization
- E. Education completed: degrees, certifications, and/or licenses with institutions and dates awarded or granted
- F. Teaching prior to Morehead State University or related work experience prior to Morehead State University

1. Institutions
2. Dates
3. Responsibilities
4. Rank changes and dates

G. Memberships in academic honor organizations

II. Teaching--Note whenever reassigned time was given.

A. Teaching load each semester

1. Numbers and titles of courses taught
2. Credit hours/workload

B. Student contact activities

1. Number of advisees:
graduate, undergraduate
2. Supervisor of internships
3. Direction of theses and
service on theses
committees
4. Direction of independent
studies
5. Service on oral examination
committees
6. Other

C. New courses and programs developed

D. Innovative instructional techniques developed

E. Teaching awards and honors

F. Other evidence of effective teaching

III. Professional Achievement

A. Scholarship

1. List of published articles
2. List of published books
3. List of published reviews
4. List of papers read at
conferences
5. Editorship or service on
editorial boards of
professional journals

6. Scholarly grants
7. Sabbaticals
8. Pure research completed
- ~~10.~~ 9. Fellowships awarded
- ~~11.~~ 10. Awards for scholarship

B. Creative Productions--List of:

1. Exhibits
2. Musical compositions published
3. Poems, plays, stories, novels published
4. Artistic performances
5. Speaking engagements
6. Inventions
7. Awards for creative productions

C. Academic organizations

1. Memberships
2. Leadership roles
3. Attendance at conferences
4. Awards for service.

D. Continuing education

1. Seminars attended and form of participation
2. Workshops attended and form of participation
3. Graduate study
 - a. Institution
 - b. Degree being pursued and anticipated date of completion
 - c. Credit hours completed

E. Relevant work experience and consulting

1. Institution/agency
2. Responsibilities
3. Dates

F. Other evidence of professional growth

IV. Service

A. List of University, college, department, and Faculty Senate

ad hoc and standing committees
with level indicated in each
case

- B. Sponsorship or advisor of
University-approved
extracurricular activities
- C. Service as official
representative of the
University
 - 1. Place
 - 2. Responsibility
 - 3. Date
- D. Coordination of and
participation in Morehead State
University workshops,
conferences, clinics,
inservice, and special events
 - 1. Title
 - 2. Form of participation
 - 3. Date
- E. Development of proposals to
benefit the University
 - 1. Title of proposal
 - 2. Date submitted
 - 3. Accepted or rejected
- F. Development of relations with
professional groups (business,
industry, trade, education, and
government)
- G. Honors and awards for service
- H. Other University service
- I. Non-University service

SUPPORTING
DOCUMENTS:

The supporting documents should be
arranged in the following categories:

- 1. Documents which support personal
data (for example):
 - copies of official transcripts
 - copies of official letters of
promotion at other institutions

2. Documents which support effectiveness of teaching (for example)
 - copies of results of teacher ratings
 - copies of descriptions of innovative instructional techniques
 - copies of teaching awards and honors
3. Documents which support evidence of professional growth (for example)
 - copies of published articles, books, reviews
 - copies of papers read at conferences
 - copies of conference programs
 - copies, slides, tapes of, or patents for creative productions
 - evidence of roles in academic organizations
 - evidence of continuing education including transcripts of graduate work
 - programs identifying speaking engagements
4. Documents which support service (for example)
 - copies of proposals to benefit the University
 - copies of honors or awards for service

TENURE
COMMITTEES:

Department, College, and University Tenure Committees will be formed exclusively with tenured faculty (see exception in # 7) and operate within the following structure and procedures:

1. No candidate for tenure, candidate's spouse, department chairs, or deans will serve on tenure committees.
2. No faculty member will serve on more than one tenure committee
- ~~3. Preference for committee membership shall be given to those who have~~

~~undergone the tenure process.~~

3. ~~4.~~ The chairperson of each tenure committee will be elected by the committee.
4. ~~5.~~ In academic areas where schools are the administrative unit above the department level, the peer review will be by the department, college, and University tenure committees.
5. ~~6.~~ The University Tenure Committee shall consist of nine (9) faculty members elected by the Faculty Senate from the tenured, full-time faculty and must include three representatives from each college and shall include both males and females. No two representatives shall ~~should~~ be from the same department/school. The Senate should elect members to the Committee by May 1st of the prior academic year. Committee members shall be notified in writing as to their own and others' selection to the Committee prior to the Committee's first meeting. ~~Committee members shall be full professors. In the event that full professors are unavailable, associate professors may serve; if no associate professors are available, assistant professors may serve.~~ Term of service shall be three years, with one member from each college being replaced each year. A member may not hold successive terms.
6. ~~7.~~ The College Tenure Committee shall consist of one representative from each department of the college. These members should be tenured, full-time faculty members. Each department will elect, by secret ballot, a representative to serve a two-year term on the college committee by September 1st. Committee members shall be notified in writing as to their own and others' selection to the Committee's first meeting.

- ~~7.~~ 8. The Department Tenure Committee should consist of all eligible tenured faculty. If the departmental committee consists of fewer than five members, the committee may add enough full-time tenure-track faculty members to form a five member committee. ~~the department as a whole (if not excluded by conditions 1 and 2 above). Each department may choose to elect a Department Tenure Committee. All faculty who are not excluded by conditions 1 and 2 above are eligible for committee membership and are elected by secret ballot.~~
- ~~8.~~ 9. The quorum necessary for voting will be two-thirds of the total membership of a committee.
- ~~9.~~ 10. All voting on candidates will be by secret ballot. Recommendation for tenure requires an affirmative vote by a majority of the committee membership voting. There shall be no abstentions in the voting process. In all committee recommendations the number of "yes" votes and the number of "no" votes must be recorded.
10. Justification for the recommendation of each candidate must be in detailed narrative format on the appropriate form. The narrative must reflect the candidate's teaching excellence, professional achievement, and service activities and include statements of strengths and weaknesses. Minority views shall also be included.
- ~~11. In all cases, tenure committees must state in writing on the appropriate form the rationales for the majority recommendation and a numerical rating of qualification for tenure. Those in the minority~~

~~must also state their rationale in writing.~~

11. 12. Tenure committee's deliberations must be treated confidentially and must not be discussed outside of tenure committee meetings.

IV. TENURE PROCESS

GUIDELINES:

All prospective candidates for tenure review may elect to attend an orientation workshop sponsored and presented by the Vice President for Academic Affairs and the previous year's chair of the University Tenure Committee that shall be held no later than April 15 of each year. Each candidate for tenure will receive peer review at the department, college, and University levels. In addition to peer review, each candidate will be reviewed by his/her Department Chair, Associate Dean (if applicable), College Dean, and the Vice President for Academic Affairs. The President makes the final recommendation to the Board of Regents.

INITIATION OF THE REVIEW PROCESS:

BY SEPTEMBER 15: The candidate applying for tenure review has the responsibility for submitting the required tenure portfolio, which includes the curriculum vita and supporting documents, to ~~his/her~~ the college dean. The dean will place the portfolio in a secure area for review by the appropriate Department Tenure Committee, College Tenure Committee, Department Chair, Associate Dean (if applicable), and College Dean.

REVIEW OF PORTFOLIOS:

The review process will proceed as described below:

1. BY OCTOBER 1 8: Department Tenure Committee, Department Chair, College Tenure Committee, Associate Dean (if applicable), and College Dean independently ~~review~~ have reviewed the portfolios and ~~make~~ made a determination regarding a positive or negative recommendation. The recommendation

and supporting rationale, and numerical rating of qualification for tenure are documented on the appropriate form (see attached Forms A and B) and submitted to the Vice President for Academic Affairs College representatives of the University Tenure Committee.

2. BY OCTOBER 5 12: As soon as these reviews have been are completed, the College Dean will send sends the portfolios to the Vice President for Academic Affairs, who will place places the portfolios in a secure area for review by the University Tenure Committee. At that time the Vice President for Academic Affairs will convene the University Tenure Committee and convey two copies of recommendations from all prior committees and administrators described in Section IV.1. above to that committee.
3. BY OCTOBER 5 12: Following convening of the University Tenure Committee, The two college representatives of the University Tenure Committee have informed inform the candidates of the appropriate Department and College Tenure Committee's, department Chair's, College Tenure Committee's, Associate Dean's (if applicable), and College Dean's recommendations through presentation of a photocopy of those recommendations and a summary of the candidate's options at that juncture. the summary form (see attached Form C).
4. BY OCTOBER 10 17: If all recommendations are for tenure, the All portfolios will be automatically be reviewed unless a written request to withdraw the portfolio is submitted to a college representative of the University Tenure Committee, who will then return the portfolio to the candidate.

If the candidate receives any negative recommendation, he/she may by the University Tenure Committee. ~~If any recommendation is against tenure, the candidate may withdraw the portfolio, request that it be sent on without responding, or request that it be sent on with a letter of response to any recommendation against tenure.~~ If the candidate chooses to submit a letter of response, it must be submitted to the appropriate representative Chair of the University Tenure Committee. ~~To withdraw the portfolio, a candidate must submit a written request to the college representative of the University Tenure Committee, who will then return the portfolio to the candidate.~~

5. BY NOVEMBER 1: 8: The University Tenure Committee will have reviewed ~~reviews~~ the candidate's portfolio; the recommendations by the Department Tenure Committee, the Department Chair, the College Tenure Committee, Associate Dean (if applicable), and College Dean; and any letter of response; and will have made ~~makes~~ a determination regarding a positive or negative recommendation. The recommendation and supporting rationale, ~~and numerical rating of qualification~~ for tenure is documented on the appropriate form ~~(see attached Form D)~~.
6. BY NOVEMBER 20: The University Tenure Committee representatives from each college will have ~~The two University Tenure Committee representatives from each college will~~ informed their college's candidates for tenure of the University Tenure Committee's recommendation. If the recommendation is for tenure, the portfolio will automatically be made available for review by the Vice President for Academic

Affairs, the President, and the Board of Regents. If the University Tenure Committee's recommendation is against tenure, a college representative will inform the candidate; and the candidate may withdraw the portfolio, request that it be sent on without responding, or request that it be sent on with a letter of response. If the candidate chooses to submit a letter of response, it must be submitted to the Vice President for Academic Affairs. To withdraw the portfolio, a candidate must submit a written request to the college representative of the University Tenure Committee, who will then return the portfolio to the candidate.

7. BY DECEMBER 8: The Vice President for Academic Affairs reviews will have reviewed the portfolio, the recommendations, and the letters of response. The Vice President will provide feedback to the University Tenure Committee makes prior to making a recommendation on each portfolio to the President. ~~who in turn~~ The President, in turn recommends to the Board of Regents which ~~who~~ will make the final decision at the next Board of Regents' meeting.
8. BY ~~1~~ ONE WEEK AFTER BOARD'S DECISION: Within one week of the Board of Regents' decision, the President ~~informs~~ will have informed each candidate in writing of the decision. The tenure portfolio will be available for return.
9. BY ~~2~~ TWO WEEKS AFTER BOARD'S DECISION: Each candidate who does not receive tenure will be invited to meet with the Vice President for Academic Affairs for further explanation. The candidate has the option to decline this invitation.

**APPROVE NEW POLICY ON
EDUCATIONAL LEAVE OF ABSENCE - PAC-28**

Background

There are some disciplines within the University where the demand for faculty with appropriate credentials is greater than the supply. Morehead State University has adopted a philosophy that an investment in its existing human resources will help reduce future problems associated with such an imbalance. Faculty could pursue advanced study if funding were available. The need to retrain faculty in some disciplines grows rapidly as new course content and technological advances escalate. To meet future demands universities must have policies which provide the flexibility to fill voids.

Analysis

PAC-28 provides for selected faculty to participate in an educational leave process where they receive a rate of one-half of the monthly based salary for each month on leave payable over a nine or twelve month period. This policy represents a proactive step in preparing for the increasing shortage of qualified faculty in high demand areas. It provides a mechanism whereby the University can adapt to ever changing demands for quality, up-to-date instruction.

Recommendation

That the Board of Regents approve Personnel Policy PAC-28, Educational Leave of Absence.

**Subject: Educational Leave
Of Absence**

Section Number: PAC-28

**Approval Date:
Revision Date:**

PURPOSE:

1. To provide a leave of absence with one-half pay for advanced study leading to the earning of a degree in the applicant's teaching field or a related field.
2. To provide a leave of absence with one-half pay for retraining and preparation for a specific vacancy.

PRINCIPLES:

The privilege of an educational leave of absence may be granted to an individual who has demonstrated through annual performance evaluation of teaching effectiveness, professional activities, and service, an above-average potential to provide tangible contributions to the university upon completion of this educational leave of absence.

All requests for educational leave will be considered. However, budgetary constraints that may vary from year to year may limit the number of leaves granted.

The educational leave of absence is not intended to substitute for the sabbatical leave as described in PAC-17, and should not compete with the sabbatical leave program for funding.

ELIGIBILITY:

Full-time faculty members, standing I appointments, who meet the following conditions are eligible to apply for an educational leave of absence:

1. Rank of instructor, assistant professor, associate professor, or professor.
2. A minimum of three consecutive contract years of full-time teaching. Time spent on any type of leave of absence is not counted towards full-time service for the purposes of an educational leave.

LIMITATION:

An educational leave will not be granted to an individual who, because of mandatory retirement age requirements, cannot provide

two contract years of full-time service to the University following return from the educational leave. (NOTE: mandatory retirement age will no longer be in effect after December 31, 1993.)

**CRITERIA FOR
CONSIDERATION:**

The following factors will be considered in evaluating an application for an educational leave of absence:

1. The academic department's/university's need for the faculty member to have additional advanced study.
2. The benefit received by the academic department/university as a result of the faculty member completing additional advanced study.
3. Quality of academic service of the faculty member.

**APPLICATION
PROCEDURE:**

The faculty member is responsible for submitting the application for an educational leave on the form provided. Such applications should be submitted to the department chair by February 1 preceding the fiscal year during which the leave is to begin.

The application must be accompanied by the following:

1. A vita giving full details of the applicant's education, preparation, and work history.
2. Documentation of acceptance into a regionally accredited graduate school program.
3. A statement giving full details concerning the purpose of the leave, plan for its use, and an anticipated date of degree/program completion.
4. Rationale to support the pursuit of graduate work if in a field other than the applicant's teaching field.

**REVIEW
PROCESS:**

The applications shall be reviewed by a Departmental Leave Committee (composed of tenured faculty members), the department

chair, the associate dean (if appropriate), the college dean, the appropriate university committee, and the Vice President for Academic Affairs. No person shall serve on both departmental and university leave committees. The recommendations of each review level shall be recorded and submitted to the next higher level of review.

Recommendations will be made by the Vice President for Academic Affairs to the President.

Educational leave of absence applications which are recommended by the President shall be presented to the Board of Regents for final approval.

SALARY
PAYMENT:

A person granted an educational leave will receive a rate of one-half of the monthly base salary for each month on leave payable over a nine or twelve month period. The salary will be based upon that which the person would have received for the academic year had the educational leave not been taken. After the Educational Leave of Absence the faculty member is eligible to apply for a leave of absence without pay.

FACULTY
RIGHTS
DURING THE
LEAVE:

The successful applicant will retain the following rights during time spent on an educational leave:

1. The recipient who is a member of a university insurance plan will continue to receive coverage at the same rates while on an educational leave. This applies to dependents as well.
2. Time spent on educational leave will be credited as active service for retirement purposes. University and faculty contributions will continue on the basis of full salary.
3. The faculty member may request to credit one academic year toward the probationary period for tenure (if in a tenure track position) and length of service in rank for promotion. This request must be made on the Educational Leave of Absence Application Form. Leave not counted toward probationary time will be

considered a break in continuous service. Non-tenured faculty members returning from leave not counted toward tenure will be in probationary status with zero years credit unless credit for, up to three years, previous experience at Morehead State University is applied upon return to active employment as specified in PAC-27 (Probationary or Pre-tenure).

4. The recipient will return to the former position with the university unless otherwise agreed to by the employer and employee.

FACULTY
OBLIGATIONS:

The recipient will have the following obligations regarding the educational leave:

1. The recipient of an educational leave will submit the following reports to the appropriate college dean:
 - a. An interim report will be submitted at the completion of each semester/quarter. This report will consist of a description of course work completed and credit earned.
 - b. A final report will be submitted at the completion of the educational leave consisting of transcripts of courses completed, description of how the leave was spent, and status of degree completion.
2. An agreement will be drawn up between the recipient and the University stating the approved course work during the educational leave and the recipient's rights and obligations. Failure of the recipient to comply with the contractual provisions of the educational leave will result in cancellation of the leave and forfeiture of all rights specified in the leave agreement.
3. After the educational leave expires the recipient shall return to service at Morehead State University for two months for every month of paid leave taken or repay the amount of salary received while on leave. If the recipient of an educational leave returns to the University for a period less than the

time contracted, the amount of salary to be repaid shall be prorated in relation to the amount of return service given.

**SUBSEQUENT
LEAVES OF
ABSENCE:**

An individual becomes eligible to apply for a subsequent educational leave of absence under the terms and conditions specified.

**REVISION OF POLICY ON
UNIVERSITY HOLIDAYS**

Background

Recently the University conducted a survey of the number of holidays granted by other state institutions. The survey revealed that Morehead State University grants more paid holidays than the other state institutions. In meetings with the Executive Staff, it was decided to recommend the elimination of Columbus Day, Presidents' Day and Good Friday as holidays beginning in academic year 1990-91. The reduction of three holidays would bring the University closer into alignment with the other state institutions' holidays and would be a better utilization of our human resources.

In addition, academic class scheduling would be more evenly balanced. The current schedule requires Monday evening classes to meet only 13 times each semester while other evening classes meet 15 or 16 times.

Since Columbus Day was designated as a holiday in 1988 by the University, it can be deleted in the same manner without Board action. Therefore, the proposed change in Policy addresses only Presidents' Day and Good Friday. Staff can still request a vacation day for any or all of these holidays or time off to attend a special observance, such as church service on Good Friday, can be arranged.

Recommendation

That the Board of Regents approve the revision of the University Holidays Policy (PG-8).

**SURVEY OF PAID HOLIDAYS
KENTUCKY PUBLIC INSTITUTION OF HIGHER EDUCATION
1988-89**

	EKU	KSU	MSU	MuSU	NKU	UK	UL	WKU
Independence Day	X	X	X	X	X	X	X	X
Labor Day	X	X	X	X	X	X	X	X
Thanksgiving	X	X	X	X	X	X	X	X
Christmas	X	X	X	X	X	X	X	X
New Years Day	X	X	X	X	X	X	X	X
Memorial Day	X	X	X	X	X	X	X	X
Martin Luther King Day	X	X	X	X	X	X	X	X
Presidential Election Day *	X	X	X	X	X	X	X	X
Friday after Thanksgiving	X	X	X	X	X	-	X	X
Presidents' Day	X	-	X	-	X	-	-	-
Day before Thanksgiving	-	-	$\frac{1}{2}$	$\frac{1}{2}$	-	-	-	-
Columbus Day	X**	-	X	-	-	-	-	-
Good Friday	-	-	X	-	-	-	-	-

* Observed every four years.

** Observed each year except Presidential Election Year.

Subject: University Holidays

Section Number: PG - 8

Approval Date: 7/1/85

Revision Date:

PURPOSE:

To establish conditions for observing established University holidays by regular, full-time faculty and staff members and those designated as continuing part-time.

**ANNUAL
ESTABLISHED
HOLIDAYS:**

The official annual established University holidays are as follows:

New Year's Day
Martin Luther King's Birthday
President's Day
Good-Friday
Memorial Day
Independence Day
Labor Day
Presidential Election Day
Thanksgiving Day
Christmas Day

**ADDITIONAL
HOLIDAYS:**

Additional holidays may be designated by the University.

HOLIDAY TIME OFF:

Each holiday established or designated by the University is intended to give an employee the benefit of one (1) workday of paid time off. A continuing, part-time employee receives paid time off prorated on the basis of the percent of the employee's work schedule to the normal full-time work schedule in the employee's department. If an employee is required to work on a holiday, equivalent time off will be granted at another time. If a holiday falls on a regularly scheduled day off of an employee, equivalent time off will be granted at another time. Equivalent time off is scheduled in the same manner as vacation leave and is to be used before vacation leave is used. If a holiday occurs while an employee is using vacation leave or sick leave with pay, the holiday will not be charged as a day of vacation time or sick leave time.

Subject: University Holidays

Section Number: PG - 8

Approval Date: 7/1/85

Revision Date:

**ELIGIBILITY FOR
HOLIDAY PAY:**

To be eligible for a holiday with pay, an employee must be in pay status the employee's workday before and following the holiday. A holiday that occurs between an employee's active periods of employment or while an employee is on leave without pay shall not be granted to an employee. Faculty or staff on less than twelve months service are entitled to the holidays which fall during their contract period.

November 17, 1989

**APPROVE REVISION OF POLICY ON
LEAVE OF ABSENCE WITHOUT SALARY
(OTHER THAN MILITARY LEAVE) - PG-9**

Background

The university policy regarding leave of absence without pay provides for such leave to be used for service time required for promotion, tenure and sabbatical leave consideration. However, the determination of when such leave may be counted is not adequately detailed. University counsel has advised that decisions regarding applying leave toward years counted for tenure and promotion should be made prior to the taking of leave without pay.

Analysis

This revision of PG-9 specifies the procedure for faculty to request application of leave without pay to service time required for promotion, tenure, and sabbatical leave.

Recommendation

That the Board of Regents approve the revision of PG-9, Leave of Absence Without Salary (Other Than Military Leave).

Subject: Leave of Absence
Without Salary (Other
than Military Leave)

Section Number: PG 9
Approval Date: 7/1/85
Revision Date:

PURPOSE:

To provide for granting a regular, full-time faculty or staff member a leave of absence without salary upon recommendation of the supervisor.

PURPOSE OF LEAVE:

Leaves of absence without salary are granted for extended illness (including maternity) or injury, and may be granted for personal convenience such as child care, extended vacation, travel, approved formal study, or job-related employment. For leave of absence other than illness and injury, requests must be submitted to appropriate supervisor at least sixty (60) calendar days in advance except in cases where KRS 337.015 applies to the adoption of a child under seven (7) years of age.

A nonfaculty employee of the University has as his/her primary responsibility of employment, the obligation to fulfill the work requirements of the job for which the individual was employed. At times, however, a nonfaculty employee of the University may choose to take part in an assignment, task, or activity external to the individual's primary job. Such activities might include, but are not necessarily limited to, consulting, teaching outside the University, directing, or participating in special activity projects (camps, workshops) sponsored by the University. Absence from the official work assignment will be accountable by either official leave of absence without pay or vacation as outlined in the policy manual. Participation in all such activities must have the proper approvals.

NOTE: Leaves for other than illness (including maternity) or injury are not granted if they would cause undue hardship for the operations of the department or personnel therein.

**LEAVE FOR EXTENDED
ILLNESS (INCLUDING
MATERNITY) OR
INJURY:**

A leave for extended illness (including maternity) or injury shall be granted to the limits below based on length of continuous, full-time service, as follows:

<u>Length of Continuous Service at Start of the Leave</u>	<u>Maximum Length of Leave Granted</u>
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Through completion of the employee's probationary period	Up to 1 month
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Upon the completion of the probationary period	Up to but not more than 12 months
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NOTE: For the purpose of this policy only, the probationary period required for faculty to qualify for leave of absence without salary is six (6) months.

**LEAVE FOR OTHER
REASONS:**

A leave of absence for other than illness (including maternity) or injury is granted at the discretion of the University President. Such leave when granted shall be for no more than twelve (12) consecutive months. Short-term approved absences shall be handled as salary deductions.

LIMIT OF LEAVE:

The maximum of any leave of absence is no more than twelve (12) months for any one request. Any employee who exceeds this period, regardless of the reason for the leave, will be released from university employment. However, if extenuating circumstances exist, or if the leave may be in the best interest of the institution, the University President may, upon request, grant up to an additional, but not more than, twelve (12) months of leave without pay.

**SERVICE AND SALARY
DURING LEAVE:**

The period of not more than one year, or less, granted as a leave may be counted towards years of continuous service for promotion, tenure, and sabbatical leave when the leave is in the best interest of the faculty and the University; however, it does not

assure a merit salary increase or other fiscal benefits. A faculty member must make written application to his/her department chair for leave to be counted toward years of service. This must be approved by the respective department chair, dean and the Vice President for Academic Affairs prior to the leave (see PAc-2 and PAc-27.)

**MEMBERSHIP IN
INSURANCE WHILE
ON LEAVE:**

A faculty or staff member on leave of absence without salary for extended illness (including maternity) or injury, approved formal study, or job-related employment continues in the insurance plans in which he/she is participating and at the costs he/she has been paying for the insurances. A faculty or staff member on leave without salary for any reason other than illness (including maternity), injury, approved formal study, or job-related employment may elect to continue in the insurance plans in which he/she is participating but by paying the entire premium (individual's and University's costs) for the insurances.

**VACATION AND
SICK LEAVE
ACCUMULATION:**

A faculty or staff member on leave of absence without salary does not accumulate any additional vacation or sick leave unless he/she is paid enough days in a calendar month to qualify.

The cash equivalent of vacation accumulation due is either paid at the beginning of the leave of absence unless the leave is for illness (including maternity) or injury or retained by the employee in his/her vacation accumulative account for the use upon return from the leave of absence.

The faculty or staff member retains sick leave accumulated as of the beginning of the leave.

**UNIVERSITY
HOLIDAYS:**

A faculty or staff member does not receive salary or compensatory time off for a University holiday that occurs while he or she is on a leave of absence without salary.

**RETURN TO ACTIVE
EMPLOYMENT:**

If conditions are the same at the end of the leave of absence as they were when the leave commenced, the employee is expected to return to active employment. If the employee does not return, his/her employment is terminated.

The faculty or staff member will return to the original position or, at the discretion of the University, to a similar position at the former pay level unless because of reduction in staff such appointments do not exist.

**EARLY RETURN TO
ACTIVE SERVICE:**

If a faculty or staff member desires to return to active service before an approved leave ends, he/she should contact the appropriate Administrative Officer to determine a permissible date for return.

**REVISION OF POLICY ON
OWNERSHIP OF INVENTIONS, DISCOVERIES, AND COPYRIGHT MATERIALS**

Background

Although a minor technical revision was made in March, 1987, the University's policy on Ownership of Inventions, Discoveries and Copyright Materials (PG-18) has not been critically reviewed or substantially revised since its adoption in July, 1985.

Analysis

During a review by the Research and Patent Committee, the Committee found that the current PG-18 (attached and dated 7-1-85) is: 1.) discouraging to invention and creative production; 2.) contrary to ownership of copyright and invention policies at other universities; and 3.) procedurally unworkable for establishing and protecting the University's rights to patents. For these reasons, the Research and Patent Committee developed and drafted an alternative policy. (Copy attached). Specifically, the new PG-18: 1.) provides more emphasis and greater encouragement for research and scholarly activities which may result in a copyright or patentable invention; 2.) brings Morehead State University in line with what the other institutions are doing in the area of copyrights and inventions; 3.) provides specific procedures to follow in determining the rights and responsibilities of copyright and invention ownership; and 4.) establishes the distribution of any net income the University and inventor may receive from a patent. When considering the review results and what other educational institutions are doing in the area of copyrights and inventions, the current PG-18 does not meet the needs of the University or its faculty, staff and students. Therefore, a new policy has been developed that is so substantially changed that it was not practical to show changes in the old policy by adding or deleting. Consequently, both the old and new policies are attached for comparison purposes. The new policy has been reviewed by the Faculty Senate and the University's legal counsel.

Recommendation

That the Board of Regents approve the substantially revised policy on Ownership of Inventions, Discoveries, and Copyrights Materials (PG-18).

Subject: Ownership of
Inventions, Discoveries,
and Copyright Materials

Section Number: PG-18

Approval Date:
Revision Date:

PURPOSE:

To provide encouragement of scholarly activities while offering both protection and recognition to those engaged in such activities and to the University.

To provide procedures and guides for the resolution of questions that arise regarding the rights and responsibilities of ownership of inventions, discoveries, and copyright materials that result from activities carried out by faculty, staff, and students of the University.

COPYRIGHTS:

A copyright is the right of ownership to an intellectual property. It is the policy of the University to encourage the writing of textbooks, the production of instructional materials, and the creation of other scholarly works. The University shall continue to recognize the traditional faculty and staff prerogatives and property rights concerning the right to ownership of scholarly works and the authors are free to arrange for publications and copyright of their works which may result in royalties. When University resources are used to produce a scholarly work for the sole intent of personal income, a written agreement between the faculty or staff member and the University shall be executed prior to the creation of the work. Any University support (directly or indirectly e.g., through the use of University resources or facilities) shall be appropriately acknowledged, and the University affiliation shall be included in the work.

**PATENTABLE
INVENTIONS:**

A patentable invention must meet the three tests of novelty, utility, and nonobviousness under the United States patent law.

1. Contract Research - Research sponsored by agencies outside the University may be covered by contracts which dispose of patent rights in a specified manner.

Subject: Ownership of
Inventions, Discoveries,
and Copyright Materials

Section Number: PG-18

Approval Date:

Revision Date:

Before such contracts are accepted, the principal investigator will read any contract clauses regarding disclosure of inventions and discoveries and sign an Invention and Patent Agreement Disclosure Form stating the investigator's intention to abide by the contract provisions for the disposal of patent rights and disclosure of discoveries and inventions. The investigator will comply with the contract provisions for disclosure by prompt submission of a completed disclosure form to the agent specified in the contract.

In the event that a contract specifies that the University possesses the patent rights for a discovery or invention, the decision to patent an invention will be handled by the Office of Research, Grants, and Contracts when it receives a completed Invention and Patent Agreement Disclosure Form by the University Patent procedure below.

2. Un-sponsored Inventions and Discoveries -
In the absence of any pre-existing agreement regarding patent rights, faculty, staff and students of the University who believe they have made a patentable discovery are the owners of all rights to that discovery. Pursuit of that patent with its consequent expense remains the responsibility of the inventor(s). However, University faculty, staff or students who believe they have made a patentable discovery may, if they so wish, forward the completed Invention and Patent Disclosure Form to the Office of Research, Grants and Contracts and ask that it be treated in the same way as a patentable invention under a contract, after assigning patent rights to the University.

Subject: Ownership of
Inventions, Discoveries,
and Copyright Materials

Section Number: PG-18

Approval Date:

Revision Date:

UNIVERSITY
PATENT
PROCEDURE:

The University attorney will be informed routinely by the Office of Research, Grants, and Contracts of contracts between members of the University community and external agencies. Similarly, the Office of Research, Grants and Contracts will forward completed Invention and Patent Disclosure Forms to the University attorney for review and subsequent submission to the University designated patent management agency.

When an invention is pursued as patentable by the patent management agency, any net income the University receives from the patent shall be divided as follows:

50% to inventor(s)

40% to Morehead State University Research
and Patent Committee for dispersal
as research grants

10% to Morehead State University for
administration to cover overhead
costs

If the patent management agency decided not to pursue a discovery, then all rights shall revert to the inventor(s), who shall be so informed.

PATENT
COMMITTEE:

The Patent Committee shall meet only when exceptional circumstances arise. It shall consist of the Vice President for Administrative and Fiscal Services who will serve as the chair and the University Research Committee. The University attorney shall attend all Committee meetings, when requested, in an advisory role.



PERSONNEL POLICY MANUAL

Subject: Ownership of Inventions, Discoveries, & Copyright Materials	Section Number: PG - 18 Approval Date: 7/1/85 Revision Date: 3/26/87
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PURPOSE:

To provide mechanisms for the resolution of questions that arise regarding the rights and responsibilities of ownership of particular inventions, discoveries, software development, and copyright materials that result from research and other scholarly activities normally carried out by faculty, staff, and students of the University, and to provide encouragement of scholarly activities while offering both protection and recognition to those engaged in such activities as well as to the University.

**WRITTEN
DISCLOSURE:**

Faculty, staff, and students who participate alone or in association with others in inventions or discoveries shall disclose promptly, in writing, such inventions or discoveries to the University Patent Committee.

**UNIVERSITY PATENT
COMMITTEE:**

The University Patent Committee shall consist of the University Research Committee, plus the Vice President for Administrative and Fiscal Services, and the University Attorney.

**RESPONSIBILITIES
OF THE PATENT
COMMITTEE:**

In cooperation with an inventor or discoverer, the Committee will perform the following functions:

1. Determine according to the guidelines set forth in this policy whether the University has an interest in the invention or discovery.
2. Recommend to the President concerning the feasibility of entering into a contract with recognized patent management agencies for the purpose of a patent application, patent development, and patent management for any invention or discovery that is determined to have interest to the University.

PERSONNEL POLICY MANUAL



Subject: Ownership of: Inventions, Discoveries, & Copyright Materials	Section Number: PG - 18 Approval Date: 7/1/85 Revision Date: 3/26/87
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3. Negotiate with the inventor or discoverer an agreement for the distribution of income from a patent if the Committee recommends that the University enter a contract with a patent management agency. The agreement shall specifically state the proportionate distribution of such income.

PATENT COMMITTEE
GUIDELINES:

In determining the relative interest of the University in a given invention, discovery, or copyright the Committee will use the following guidelines:

1. Research sponsored by agencies outside the University may be covered by contracts which provide that all patent rights belong to the sponsoring agency. If such an agency does not wish to retain the patent rights, they may release all or any portion of the rights to the University.
2. Patents which arise from research projects financed wholly by University-administered funds shall be the complete property of the University and subject to such negotiation or transfer of ownership as the University desires. If the Committee decides to recommend the pursuit of a patent, the inventor shall assign the patent of invention to the University or its agent and the Committee shall, unless there are unusual equities, recommend that arrangements be made for 15 percent of the gross income from the patent or invention be paid directly to the inventor or inventors.



PERSONNEL POLICY MANUAL

Subject: Ownership of Inventions, Discoveries, & Copyright Materials	Section Number: PG - 18 Approval Date: 7/1/85 Revision Date: 3/26/87
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3. In the event that a patent proposal is not accepted by the University within 90 days, the Committee shall recommend that the rights to the possible patent be released by the University to the individual inventor.
4. Normally, a copyright resulting from work accomplished by a faculty or staff member on his/her own time is the sole property of the author, composer, or arranger. Inventions, discoveries, or copyright material developed as a result of the inventor's, discoverer's, or author's normal academic employment will be considered to be a joint effort of the University and the inventor or discoverer. In such cases negotiations such as described in item 3 under responsibilities of the Patent Committee above will be conducted.

OWNERSHIP RIGHTS:

In all cases in which it has been determined that the University has a whole or part interest in an invention or discovery, agreements as to sharing of royalties are binding on both the University and the inventor or discoverer, but the University retains sole ownership of all patent and copyrights unless it agrees to release such rights to the inventor, discoverer, or author.

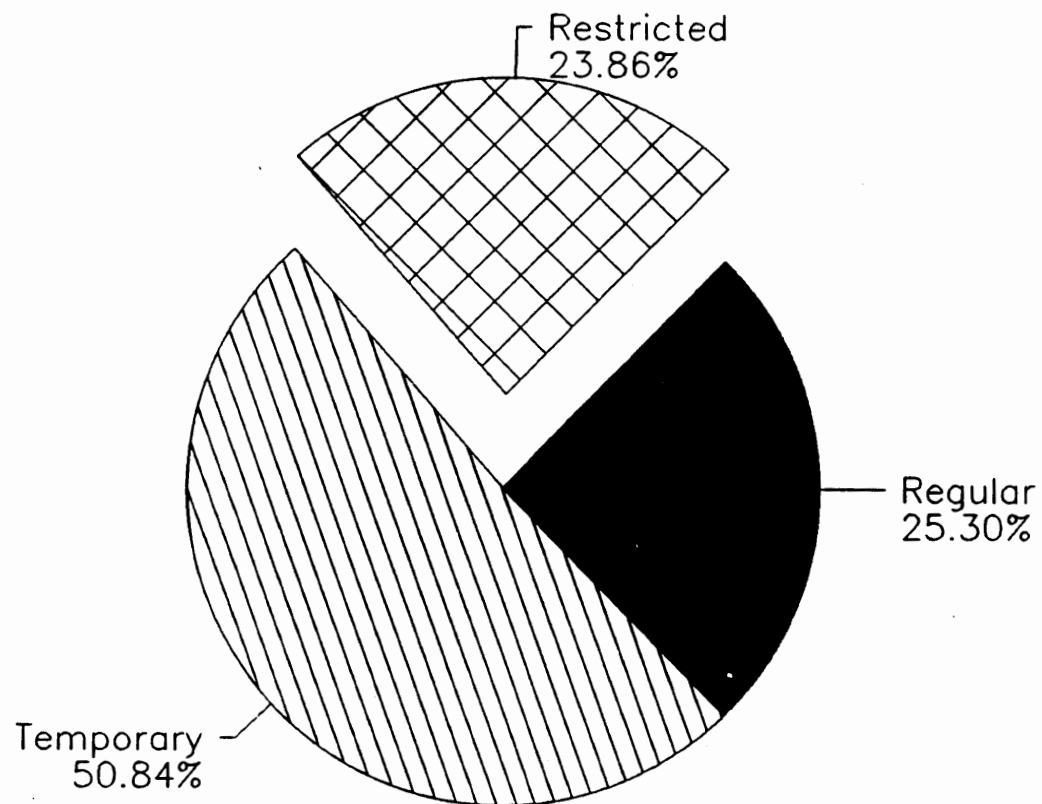
V-B-4
November 17, 1989

PERSONNEL ACTIONS

Recommendation

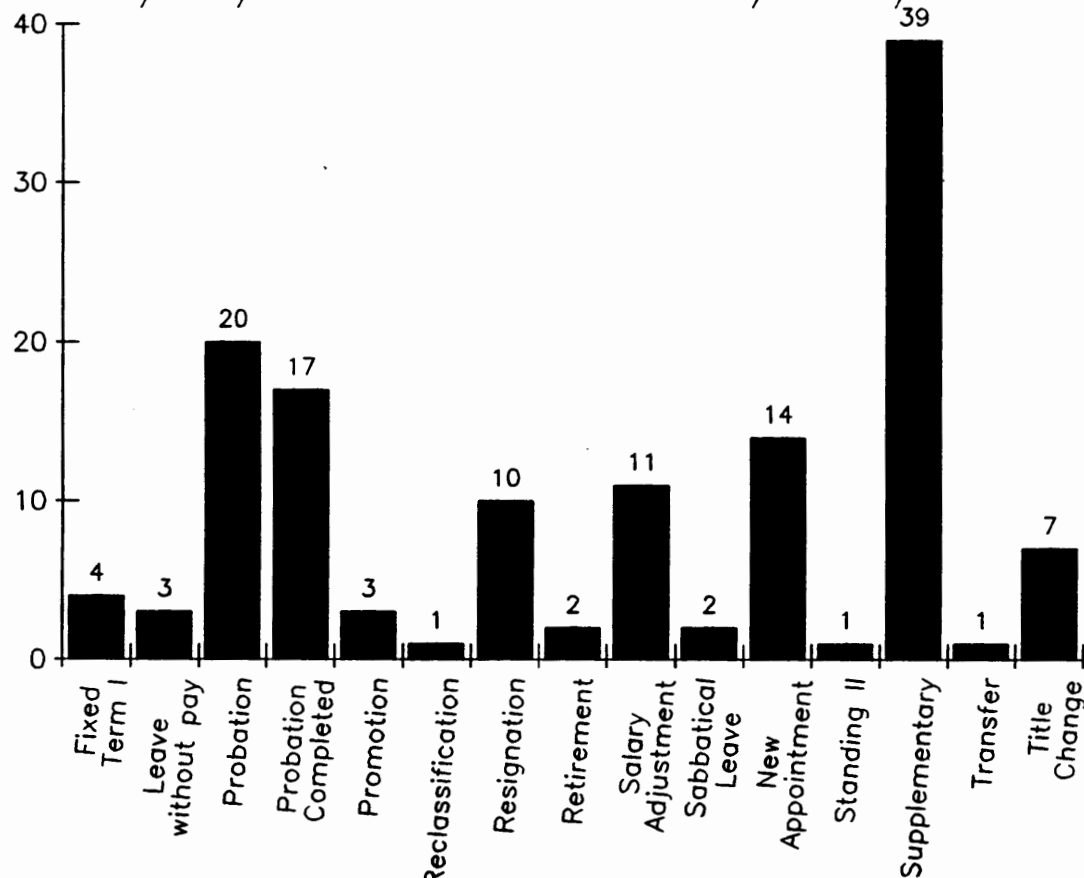
That the Personnel Actions for the period of September 4, 1989, through October 27, 1989, be ratified.

PERSONNEL ACTION REQUESTS 9/4/89 THRU 10/27/89



Total Number of PAR's = 415

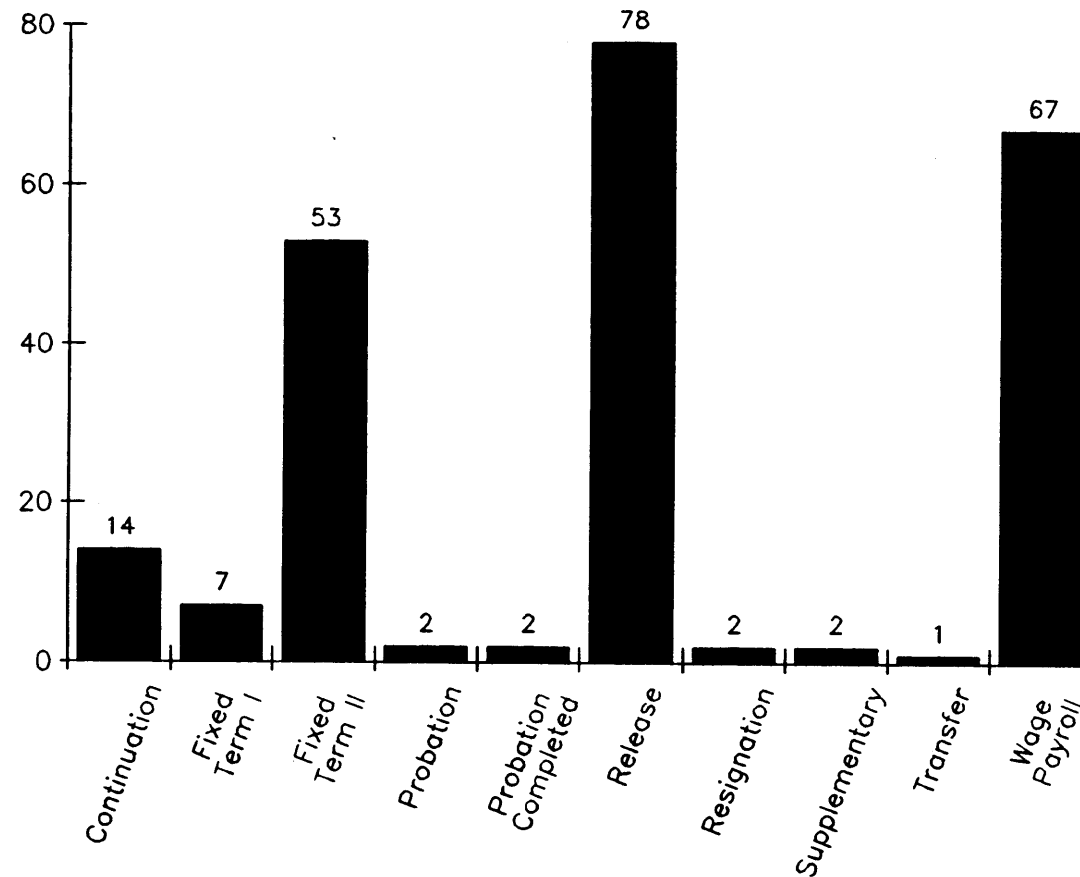
PERSONNEL ACTIONS FOR STANDING I & II POSITIONS 9/4/89 THRU 10/27/89



Total Number of PAR's = 105

Total Number of Actions = 135

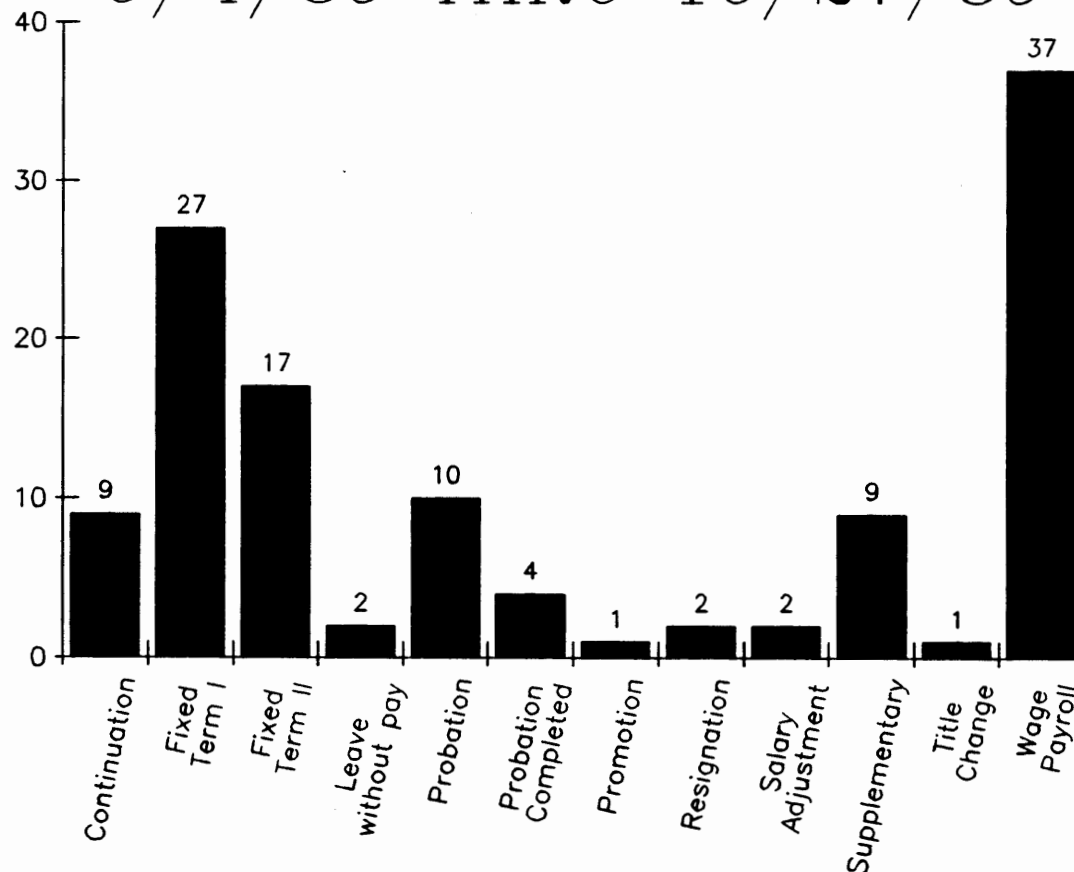
PERSONNEL ACTIONS FOR TERM APPOINTMENTS 9/4/89 THRU 10/27/89



Total Number of PAR's = 211

Total Number of Actions = 228

PERSONNEL ACTIONS FOR RESTRICTED APPOINTMENTS 9/4/89 THRU 10/27/89



Total Number of PAR's = 99

Total Number of Actions = 121

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 (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, if part-time; after six (6) months, if full-time.
Supplementary	Additional contract obligation in supplement to original agreement (adds calendar time) 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. <u>OR</u> Additional contract obligation in supplement to Standing I, II or Fixed Term I appointment (same contractual period). 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. Full-time up to 6 months or part-time up to 1 year. Terminable after specified time. May be employed through Soft Money.** Non-Regular status with no benefits. Specified ending date.

* 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 expectation of continuance.

** Soft Money is defined as nonrecurring 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.

MOREHEAD STATE UNIVERSITY
STANDING I AND STANDING II POSITIONS SUMMARY
10/27/89

<u>DEPARTMENT NAME</u>	<u>JULY 1 AUTHORIZED POSITIONS</u>	<u>CURRENT AUTHORIZED POSITIONS</u>	<u>+/- POSITION ADJUSTMENTS</u>	<u>CURRENT POSITION STRENGTH</u>	<u>% OF CURRENT STRENGTH</u>
OFFICE OF THE PRESIDENT	3.20	3.20	0.00	3.20	100.00
OFFICE OF SCHOOL RELATIONS	2.00	2.00	0.00	2.00	100.00
UNIVERSITY ADVANCEMENT	20.40	20.40	0.00	18.40	90.20
ATHLETICS	25.80	25.80	0.00	25.40	98.45
DIVISION OF ADMINISTRATIVE AND FISCAL SERVICES	112.90	112.90	0.00	105.90	93.80
PHYSICAL PLANT	129.00	129.00	0.00	126.00	97.67
DIVISION OF STUDENT LIFE	52.25	52.25	0.00	50.25	96.17
DIVISION OF ACADEMIC AFFAIRS	39.50	41.50	2.00	41.50	100.00
GRADUATE AND SPECIAL ACADEMIC PROGRAMS	9.00	9.00	0.00	9.00	100.00
COLLEGE OF ARTS AND SCIENCES	171.55	176.05	4.50	168.05	95.46
COLLEGE OF PROFESSIONAL STUDIES	154.10	155.10	1.00	148.10	95.49
COLLEGE OF APPLIED SCIENCES AND TECHNOLOGY	82.00	82.00	0.00	77.00	93.90
CAMDEN-CARROLL LIBRARY	41.50	41.50	0.00	40.50	97.59
AUXILIARY SERVICES	56.90	58.90	2.00	55.90	94.91
TOTALS:	<u>900.10</u>	<u>909.60</u>			

NOTE: Positions are expressed in terms of full-time equivalency.

11-02-89

MOREHEAD STATE UNIVERSITY
MISCELLANEOUS POSITIONS SUMMARY
10/27/89

<u>DEPARTMENT NAME</u>	<u>TERM APPOINTMENTS</u>	<u>RESTRICTED APPOINTMENTS</u>
OFFICE OF THE PRESIDENT	0	0
OFFICE OF SCHOOL RELATIONS	0	0
UNIVERSITY ADVANCEMENT	3	0
ATHLETICS	5	0
DIVISION OF ADMINISTRATIVE AND FISCAL SERVICES	13	0
PHYSICAL PLANT	40	0
DIVISION OF STUDENT LIFE	38	0
DIVISION OF ACADEMIC AFFAIRS	10	16
GRADUATE AND SPECIAL ACADEMIC PROGRAMS	4	1
COLLEGE OF ARTS AND SCIENCES	58	0
COLLEGE OF PROFESSIONAL STUDIES	19	53
COLLEGE OF APPLIED SCIENCES AND TECHNOLOGY	9	9
CAMDEN-CARROLL LIBRARY	2	1
AUXILIARY SERVICES	25	0
	<u>226</u>	<u>80</u>

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09/04/89 thru 10/27/89

Administrative Unit/ Name	Action	Description	Effective Date	Salary
Office of the President				
<u>Office of School Relations</u>				
HENSLEY, CAROLYN S.	Supplementary	Administrative Secretary (Micro-computer support, word-processing for Phi Kappa Phi)	1/20/89 - 5/1/89	\$110.00
Office, University Advancement				
<u>Office of Development</u>				
BURKHAMER, DIANE RENEE	Wage Payroll Continuation	Bookkeeper I	9/1/89 - 9/14/89	\$6.02/hr.
PARKER, SHIRLEY MOBLEY	Standing II Probation	Bookkeeper I	9/11/89	\$5.70/hr.
<u>Office of Alumni Relations</u>				
FUOSS, PAMELA WEBB	Probation Completed	Clerk/Typist	8/1/89	\$5.21/hr.
HICKS, LORRIE ANN	Probation Completed	Bulk Mail Clerk	10/16/89	\$4.93/hr.
<u>Office of Publications</u>				
CUNNINGHAM, SHARON LOUISE	Fixed Term I Continuation	Graphic Design Technician	9/16/89 - 10/13/89	\$9.25/hr.
CUNNINGHAM, SHARON LOUISE	Standing I Probation	Graphic Designer	10/14/89	\$16.557.00
LITTON, DONALD BRETT	Wage Payroll Continuation	Publications Assistant	10/2/89 - 10/31/89	\$10.00/hr.

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Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Off of Director, Athletics				
<u>Off of Director, Athletics</u>				
GILLISPIE, LORRAINE ELIZABETH	Salary Adjustment Reclassification Title Change	From Clerk/Typist to Secretary	9/1/89	\$5.70/hr. (\$.77 incr.)
 <u>Basketball</u>				
BURKHAMER, JEFFREY A.	Resignation .	Assoc. Basketball Coach	8/31/89	\$24,633.00
JOHNSON, THOMAS LEON	Fixed Term I Probation	Men's Asst. Basketball Coach (Replacing Jeff Burkhamer \$24,633.00)	9/11/89 - 4/30/90	\$23,500.00/annual
 <u>Football</u>				
POE, BILLY GENE	Fixed Term II	Asst. Football Coach	9/1/89 - 12/15/89	\$2,790.00
 Off VP, Adm. & Fiscal Services				
<u>Off. Budget & Management Inf.</u>				
LOD, CHIH YIH	Probation Completed	Budget Policy Analyst II	9/19/89	\$24,134.00
 <u>Office of Business Services</u>				
DOWDY, CHARLOTTE M.	Probation Completed	Purchasing Officer	8/1/89	\$28,117.00

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

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09/04/89 thru 10/27/89

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Off VP, Adm. & Fiscal Services				
<u>Office of Business Services</u>				
FANNIN, BONNIE LOU	Promotion Probation Salary Adjustment Title Change	From Purchasing Clerk to Assistant Buyer	8/1/89	\$13,398.00 (\$840.00 incr.)
GUNNELL, SANDRA DENISE	Fixed Term I Continuation	Data Entry Specialist I	10/1/89 - 10/31/89	\$5.26/hr.
MAGGARD, REBECCA LYNN	Wage Payroll	General Office Worker	8/15/89 - 9/1/89	\$4.00/hr.
MAGGARD, REBECCA LYNN	Wage Payroll	General Office Worker	9/6/89 - 10/2/89	\$4.00/hr.
MAGGARD, REBECCA LYNN	Wage Payroll Continuation	General Office Worker (Less than 100 hours per month)	10/2/89 - 12/22/89	\$4.00/hr.
RUCKER, CARLA ARMSTRONG	Promotion Probation Salary Adjustment Title Change	From Purchasing Clerk to Assistant Buyer	8/1/89	\$13,398.00 (\$1,308.00 incr.)
SCHULTZ, HENRY L	Wage Payroll	Concessions Worker (Less than 100 hours per month)	9/16/89 - 5/11/90	\$3.35/hr.
<u>Off of Information Technology</u>				
BANG, SUE MAYSE	Salary Adjustment	Computing Support Coord.	10/1/89	\$9.48/hr. (\$.28 incr.)
PRESTON, JEFFREY DWIGHT	Supplementary	Computer Operator (Extending from 31 hours to 37 1/2 hours per week)	10/30/89 - 6/30/90	\$4.93/hr.

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09/04/89 thru 10/27/89

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Off VP, Adm. & Fiscal Services				
<u>Office of WMKY Radio</u>				
BACK, JOHN B	Standing I Probation	News & Public Affairs Director (Replacing Mistie Cook, \$19,299.00)	10/2/89	\$18,627.00
HITCHCOCK, PAUL WILSON	Fixed Term II	Acting Music Director	9/1/89 - 9/30/89	\$1,337.07
HITCHCOCK, PAUL WILSON	Standing I Probation	Music & Arts Director (Replacing Bill McIntosh, \$18,810.00)	10/2/89	\$18,627.00
MACE, RONALD W.	Standing I Probation	Promotion & Development Director (Replacing Judy Flavell, \$18,172.00)	10/10/89	\$20,696.00
<u>Office of Public Safety</u>				
ADAMS, JAMES MICHAEL	Resignation	Public Safety Officer	9/1/89	\$7.67/hr.
BENTLEY, KIMBERLEY K	Resignation	Communications Dispatcher	8/16/89	\$5.36/hr.
CLINE, MARK ANTHONY	Wage Payroll	Parking Attendant	8/19/89 - 12/15/89	\$4.16/hr.
JOHNSON, AMANDA	Wage Payroll	Communications Dispatcher	9/25/89 - 3/25/90	\$4.93/hr.
SERGEANT, JAMES KINDRICH	Wage Payroll Continuation	Communications Dispatcher	8/6/89 - 8/20/89	\$4.93/hr.
SERGEANT, JAMES KINDRICH	Standing I Probation	Communications Dispatcher	8/21/89	\$4.93/hr.
<u>Office of Technical Services</u>				
LYONS, BARRY E	Probation Completed	Communications Tech. I	10/3/89	\$6.84/hr.
MAHANEY, WILLIAM R	Salary Adjustment	Manager, Technical Serv.	10/1/89	\$39,373.00 (\$1,875.00 incr.)

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

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09/04/89 thru 10/27/89

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Off VP, Adm. & Fiscal Services				
<u>Off Printing & Postal Services</u>				
BURGE, SHIRLEY DENISE	Resignation	Typesetter	9/26/89	\$5.70/hr.
RUTHERFORD, HOWARD DAVID	Resignation	Copy Center Operator	8/14/89	\$5.27/hr.
TYREE, SANDRA DEE	Wage Payroll	Copy Center Operator	8/21/89 - 9/30/89	\$4.93/hr.
TYREE, SANDRA DEE	Standing 1 Probation	Copy Center Operator (Replacing Howard David Rutherford. \$5.27/hr.)	10/16/89	\$4.93/hr.
 <u>Office of User Services</u>				
BISHOP, ELIZABETH MARIE	Wage Payroll	Staff Assistant, Temp.	9/5/89 - 12/15/89	\$4.50/hr.
BURGESS, ELISSABETH MARIE	Probation Completed	Academic Sys. Sup. Spec.	9/7/89	\$17,468.00
CALLAHAN, ROBERT ERVIN	Wage Payroll	Staff Assistant, Temp.	9/5/89 - 12/15/89	\$4.50/hr.
CLARK, KIRK A.	Probation Completed	Data Base Specialist	6/12/89	\$17,468.00
HALL, RANDY LEE	Probation Completed	Coord. of Applications	7/31/89	\$24,134.00
HALL, RANDY LEE	Salary Adjustment Title Change	From Coordinator of Applications to Senior Programmer/Analyst	10/1/89	\$25,734.00 (\$1,600.00 incr.)
JONES, BRENT NEWTON	Probation Completed	Academic Tech. Sup. Spec.	7/31/89	\$18,412.00
PATRICK, MATTIE BETH	Salary Adjustment	Manager of User Services	10/1/89	\$32,842.00 (\$1,043.00 incr.)
SLOCUM, JOHN PAUL	Resignation	Coord. Academic Computing	9/8/89	\$24,134.00
WHITE, SHERI JAMES	Probation Completed	Secretary Specialist	10/3/89	\$6.48/hr.

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Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Off VP, Adm. & Fiscal Services				
<u>Internal Audit</u>				
MARTIN, ANGELA M.	Standing I Probation	Internal Auditor	10/2/89	\$31,000.00
Office VP, Student Life				
<u>Office VP, Student Life</u>				
FUGATE, EVLYNN H	Supplementary	Secretary (Alterations and repairs to cheerleaders' uniforms)	7/1/89 - 10/31/89	\$178.50
<u>Office of Financial Aid</u>				
BECKER, CAROL	Probation Completed	Asst. Dir., Financial Aid	12/1/88	\$24,480.00
BLACK, VALERIE REDWINE	Probation Completed	Clerk/Typist	3/19/89	\$4.93/hr.
FULTZ, BRIDGETT GAIL	Transfer	Secretary (From Counseling & Health Services to Office of Financial Aid)	9/5/89	\$6.08/hr.
SHIELDS, TERESA J	Probation Completed	Financial Aid Specialist	3/19/89	\$7.25/hr.
<u>Office of Admissions</u>				
EDWARDS, LAMONA L	Standing I Probation	Admissions Counselor (Replacing Zona Ferguson, \$16,546.00)	10/2/89	\$13,398.00

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09/04/89 thru 10/27/89

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Office VP, Student Life				
<u>Office of Minority Affairs</u>				
HAMER, JOSEPH EMORY	Fixed Term II	Lecturer (Black Scholar in Residence)	10/3/89 - 10/4/89	\$400.00
YOUNG, TIMOTHY W	Supplementary	Television Producer (Music Producer for Minority Orientation Program)	8/25/89 - 8/26/89	\$60.00
YOUNG, TIMOTHY W	Supplementary	Television Producer (Music Producer for Big Brothers/Big Sisters Program)	9/8/89 - 9/9/89	\$60.00
Off. , VP Academic Affairs				
<u>Off. , VP Academic Affairs</u>				
DANIEL, RICHARD W.	Supplementary	Professor of Education (Assistant to Vice President for Academic Affairs)	8/7/89 - 5/12/90	\$450.00/month
OSBORNE, JEANNE SLOCUM	Supplementary	Coord. Institutional Res. (Data collection for SACS Self-Study)	1/1/89 - 5/15/89	\$1,200.00
<u>Off. Regional Development Serv</u>				
SAMMONS, GEORGIA	Supplementary	Data Proc. Specialist (Christmas Arts & Crafts Market Coordinator)	9/1/89 - 12/15/89	\$2,500.00

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09/04/89 thru 10/27/89

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Off., VP Academic Affairs				
<u>Off. Extended Campus Programs</u>				
CARPENTER, JUDY LYNN	Supplementary	Secretary (Provision of instruction during Community Ed. class, Karate)	10/16/89 - 12/4/89	\$10.00/hr.
GIFFORD, JAMES M	Supplementary	Exec. Dir., Jesse Stuart Foundation (Provision of instruction during Fall Elderhostels)	11/5/89 - 11/17/89	\$400.00
JACKSON, MYRNA JILL	Wage Payroll	Community Ed. Teacher (Provision of instruction during Community Ed. class, Sewing)	10/10/89 - 12/12/89	\$10.00/hr.
JACKSON, RODI	Wage Payroll	Temporary Assistant (Fall Elderhostels)	10/2/89 - 10/30/89	\$6.00/hr.
MCKEE, W. SCOTT	Fixed Term II	Community Ed. Teacher (MSU Clogging & Folk Dance Team)	9/6/89 - 12/13/89	\$450.00
UECKER, JACQUELINE E	Supplementary	Coord., University Pools (Provision of instruction during Community Ed. class, Group Swimming)	10/21/89 - 12/9/89	\$10.00/hr.
WALTER, DOROTHY JEAN	Wage Payroll	Community Ed. Teacher (Provision of instruction during Community Ed. class, Craft Sampling)	10/17/89 - 12/5/89	\$10.00/hr.
WHITE, SHERI JAMES	Supplementary	Secretary Specialist (Provision of instruction during Community Ed. class, WordPerfect)	10/19/89 - 12/7/89	\$10.00/hr.

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09/04/89 thru 10/27/89

Administrative Unit/ Name	Action	Description	Effective Date	Salary
Off. , Grad. & Ext. Campus Prog				
<u>Off. , Grad. & Ext. Campus Prog</u>				
THOMAS, DAN S	Title Change	From Interim Dean, Graduate & Special Academic Programs to Interim Dean, Graduate & Extended Campus Programs	9/15/89	\$52,015.00
<u>MSU-Morgan Center</u>				
HELTON, TYRA JO	Fixed Term I Probation	Secretary (Replacing Brenda Brown, \$6.19/hr.)	9/11/89 - 6/30/90	\$5.70/hr.
Off. of Dean, Col. Arts&Scienc				
<u>Off. of Dean, Col. Arts&Scienc</u>				
BALDRIDGE, DANA C	Fixed Term I Probation	Secretary	8/21/89 - 6/30/90	\$5.70/hr.
BALDRIDGE, DANA C	Resignation	Secretary	9/8/89	\$5.70/hr.
GRAY, CAVANAH P	Wage Payroll	General Office Worker	8/21/89 - 9/2/89	\$4.00/hr.
GRAY, CAVANAH P	Wage Payroll	General Office Worker	9/18/89 - 12/22/89	\$4.00/hr.

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09/04/89 thru 10/27/89

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Off. of Dean, Col. Arts&Scienc				
<u>Art</u>				
ENZMANN, MARTHA	Fixed Term II	Lecturer (Teach ART 103-001 & 002 314, 414, 514, 605, 606, 613, & 614)	8/21/89 - 12/15/89	\$3,600.00
ERSKINE, Nanci	Fixed Term II	Lecturer (Teach ART 101, 214, 160)	8/21/89 - 12/15/89	\$3,600.00
HOWERTON, ANNE CASPER	Probation Completed	Folk Art Marketing Coord.	10/10/89	\$19,716.00
MCDAVID, CHRISTOPHER D	Fixed Term II	Lecturer (Teach FNA 160 ART 204, 304, 404, 605)	8/21/89 - 12/15/89	\$2,400.00
MCDAVID, STEPHANIE STINSON	Fixed Term II	Lecturer (Teach FNA 160-001 & 007)	8/21/89 - 12/15/89	\$2,400.00
SWAIN, ADRIAN	Supplementary	Folk Art Curator (Coordinator of Eastern Kentucky Arts Consortium)	7/1/88 - 6/30/89	\$960.00
SWAIN, ADRIAN	Fixed Term I Continuation	Folk Art Curator	10/1/89 - 3/31/90	\$9,858.00
<u>Biological & Env. Sciences</u>				
HYATT, SUSAN GAYLE	Standing I Probation	Secretary (Replacing Mary Jane Strunk, \$6.48/hr.)	8/28/89	\$5.70/hr.
WRIGHT, RITA B.	Supplementary	Manager, Water Test. Lab. (Instructor for BIOL 105-001 and 009)	8/22/89 - 12/20/89	\$2,400.00

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Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Off. of Dean, Col. Arts&Scienc				
<u>Communications</u>				
BROWN, ELLEN PATRICIA	Fixed Term II	Lecturer (Teach JOUR 483)	8/21/89 - 12/15/89	\$1,200.00
DANDENEAU, RICHARD J	Salary Adjustment Title Change	From Department Chair & Prof. of Journalism to Prof. of Journalism	12/15/89 - 5/12/90	\$38,000.00 (\$10,050.00 decr.)
GRUBB-SWETNAM, AUTUMN	Supplementary	Coord., Television Prod. (Teach R-TV 151-001, 002)	8/21/89 - 12/15/89	\$1,600.00
HAMILTON, KYUNG K	Supplementary	Theatre Costumer (Teach THEA 312 & 327)	8/21/89 - 12/15/89	\$2,400.00
HUFFMAN, MARTIN	Supplementary	Manager, Printing & Postal Services (Teach JOUR 306)	8/21/89 - 12/15/89	\$1,200.00
KAPPES, KEITH R	Supplementary	Exec. Asst. Univ. Advanc (Teach JOUR 382)	8/21/89 - 12/15/89	No Cost
LAYNE, SYLVIA HORTON	Fixed Term II	Lecturer (Teach THEA 208, 309, & 375)	8/21/89 - 12/15/89	\$3,600.00
VAN BRUNT, THOMAS HARVEY	Fixed Term II	Lecturer (Teach THEA 354 & SPCH 110)	8/21/89 - 12/15/89	\$2,400.00
WHEELLESS, VIRGINIA EMAN	Supplementary	Dir. Planning Instr. Research & Evaluation & Assoc. Prof. of Speech (Teach COMM 610)	8/21/89 - 12/15/89	No Cost
<u>English, Foreign Lang. & Phil.</u>				
CAND, SARAH C	Fixed Term II	Instructor of Spanish (Teach two classes and advise majors/minors)	8/18/89 - 12/16/89	\$3,000.00
GOODING, JOYCE EVELYN	Fixed Term II	Co-Director (Morehead Writing Proj.)	7/1/89 - 9/25/89	\$3,200.00

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Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Off. of Dean, Col. Arts&Scienc				
<u>English, Foreign Lang & Phil.</u>				
HAMILTON, BERNARD G	Fixed Term II	Lecturer (Teach two classes of German 101)	8/18/89 - 12/16/89	\$3,150.00
HENSLEY, KAY RENEE	Fixed Term II	Lecturer (Teach ENG 101 in Montgomery Co.)	8/21/89 - 12/16/89	\$1,200.00
MANTOOTH, SUZANNE CHASE FITTS	Fixed Term II	Lecturer (Teach two sections of ENG 099)	8/21/89 - 12/16/89	\$2,400.00
PELFREY, CHARLES J	Fixed Term II	Lecturer (Teach ENG 619)	8/21/89 - 12/16/89	\$1,500.00
STEWART, MARY HARLENE	Fixed Term II	Lecturer (Teach ENG 101-091 at Elliott Co. High School & ENG 101-093 at Morgan Center)	8/18/89 - 12/16/89	\$2,400.00
VANMETER, ELLA JANE	Fixed Term II	Lecturer (Teach ENG 101)	8/18/89 - 12/16/89	\$1,200.00
VENETTOZZI, VICTOR A	Fixed Term II	Lecturer (Teach two sections of ENG 202)	8/18/89 - 12/16/89	\$3,150.00
WEIR, VICKIE	Salary Adjustment	Asst Prof. of English (Completion of Ph.D)	9/1/89	\$26,878.00 (\$500.00 incr.)
<u>Geog., Government & History</u>				
BALDWIN, YVONNE HONEYCUTT	Supplementary	Dir., Academy of Arts (Teach HIS 142-001 & 002)	8/21/89 - 12/15/89	\$2,400.00
CAUDILL, DANNY P.	Fixed Term II	Lecturer (Teach GOVT 493 at Prestonsburg Community College)	8/21/89 - 12/15/89	\$1,200.00
CLARK, WILLIAM T	Fixed Term II	Lecturer (Teach GEO 100 and 331)	8/21/89 - 12/15/89	\$3,150.00

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Administrative Unit/ Name	Action	Description	Effective Date	Salary
<u>Off. of Dean, Col. Arts&Scienc</u>				
<u>Geog., Government & History</u>				
GARDNER, JOHN A.	Fixed Term II	Lecturer (Teach GOVT 396)	8/21/89 - 12/15/89	\$1,200.00
LAFERTY, CAROL JEAN	Wage Payroll	General Office Worker	7/10/89 - 8/4/89	\$4.00/hr.
RAY, BOB G	Fixed Term II	Lecturer (Teach GEO 100-011)	8/21/89 - 12/15/89	\$1,200.00
RUCKER, OSCAR	Fixed Term I	Asst. Prof. of Geography	8/30/89 - 5/12/90	\$21,500.00
STUTSMAN, DENNIS M.	Fixed Term II	Lecturer (Teach GOVT 141)	8/21/89 - 12/15/89	\$1,200.00
 <u>Mathematics</u>				
CALLAHAN, ROBERT ERVIN	Fixed Term II	Lecturer (Teach MATH 093 & 090)	8/23/89 - 12/15/89	\$2,400.00
LINDAHL, SANDRA LEADER	Fixed Term II	Lecturer (Teach MATH 091-005 091-002 091-003)	8/23/89 - 12/15/89	\$3,600.00
 <u>Music</u>				
BURGESS, ELISSABETH MARIE	Supplementary	Academic Sys. Sup. Spec. (Announcer for Blue/Gold Competition)	10/7/89 - 10/7/89	\$100.00
JOHNSON, ERNIE L.	Fixed Term II	Choreographer (University Bands)	8/16/89 - 11/18/89	\$1,200.00
LOUDER, EARLE L.	Supplementary	Professor of Music (Adjudicator for Blue/ Gold Competition)	10/7/89 - 10/7/89	\$150.00
MIDDLETON, MARK ALLEN	Fixed Term II	Adjudicator for Blue/Gold Competition	10/7/89 - 10/7/89	\$100.00

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Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Off. of Dean, Col. Arts&Scienc				
<u>Music</u>				
STETLER, LUCRETIA	Retirement	Assoc. Prof. of Music	12/15/89	\$31,782.00
STROUSE, THOMAS GREGORY	Fixed Term II	Lecturer (Teach MUSP 219 & MUSM 169-369)	9/5/89 - 12/15/89	\$2,400.00
<u>Physical Sciences</u>				
CRISP, EDWARD L.	Fixed Term II	Lecturer (Teach SCI 103)	8/22/89 - 12/16/89	\$1,200.00
FIEL, RONALD L	Supplementary	Acting Chair & Professor of Science (Project Director for 1989-90 Elementary Science Leadership Proj.)	7/1/89 - 7/31/90	\$424.00
MARSHALL, MITCHELL I.	Fixed Term II	Lecturer (Teach SCI 103)	8/21/89 - 12/15/89	\$1,200.00
SALE, RANDALL BLAINE	Fixed Term II	Lecturer (Teach SCI 103)	8/21/89 - 12/15/89	\$1,200.00
<u>Academy of Arts</u>				
BUFORD, JOHN LOUIS	Fixed Term II	Lecturer (Teach private piano lessons)	10/2/89 - 6/30/90	\$5.00/half hour
DODSON, REBECCA JEANE	Fixed Term II	Teacher (Group art lessons)	10/16/89 - 6/30/90	\$20.00/lesson
LUST, JO ELLEN	Fixed Term II	Lecturer (Teach private piano lessons)	10/2/89 - 6/30/90	\$5.00/half hour
SCOTT, THOMAS ELIHU	Supplementary	Asst. Prof. of Speech (Voice coaching)	10/2/89 - 6/30/90	\$11.00/half hour

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Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Off. of Dean, Col. Arts&Scienc				
<u>Academy of Arts</u>				
SPANGLER, JOEL TODD	Fixed Term II	Lecturer (Teach private piano lessons)	10/2/89 - 6/30/90	\$8.00/half hour
Off. Dean, Coll Prof. Studies				
<u>School of Business & Economics</u>				
BURGE, JAN GWYNETTE	Supplementary	Dir., Conf. Services (Teach OADM 111-003)	8/21/89 - 12/15/89	\$1,200.00
CAMPBELL, MICHAEL R	Fixed Term II	Lecturer (Teach REAL 310-001)	8/21/89 - 12/15/89	\$1,200.00
<u>Accounting & Economics</u>				
MILLER, GREEN RUSSELL	Supplementary	Assoc. Prof. of Economics (Program administration including reporting to the Kentucky Council on Economic Education)	5/29/89 - 6/28/89	\$2,400.00
<u>Information Sciences</u>				
CABLE, DWAYNE P	Supplementary	Dir., Information Tech (Teach CIS 201-019 & 020)	8/21/89 - 12/15/89	\$2,400.00

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Administrative Unit/ Name	Action	Description	Effective Date	Salary
<u>Off. Dean, Coll. Prof. Studies</u>				
<u>Management & Marketing</u>				
HARFORD, MICHAEL NEIL	Standing I	Assoc. Prof. Management	8/18/89	\$36,040.00
MCCORMICK, ALLEN KEITH	Fixed Term II	Lecturer (Teach MNGT 216-003)	8/20/89 - 12/15/89	\$1,200.00
<u>Educational Services</u>				
DOERFELD, DOUGLAS ARTHUR	Wage Payroll	Teacher (Additional 20 hours)	6/2/89 - 8/4/89	\$10.00/hr.
HENSLEY, ANN M	Wage Payroll Continuation	Secretary (Less than 100 hours per month)	8/23/89 - 5/31/90	\$5.70/hr.
<u>Elem. Read. & Spec. Education</u>				
ANDERSON, ELIZABETH C	Fixed Term II	Lecturer (Teach EDEL 110-003, 005 and supervise Reading Center and assist provisional students)	8/23/89 - 12/15/89	\$4,000.00
CASS, MICHAEL A.	Resignation	Assoc. Prof. Education	8/18/89	\$31,508.00
FADELEY, MICHAEL F.	Fixed Term I	Asst. Prof. of Education	8/18/89 - 5/12/90	\$25,000.00
GLADDEN, MARY ANN	Fixed Term I	Assoc. Prof. of Education (Replacing Michael Cass, \$31,508.00)	3/28/89 - 5/12/90	\$32,250.00
SABIE, LAYLA BAYATTI	Sabbatical Leave	Assoc. Prof. Education	1/8/90 - 5/12/90	\$34,416.00
WHEELER, KENNETH NEAL	Supplementary	Coord. Audio Visual Serv. (Teach EDEL 301L)	9/6/89 - 12/15/89	\$800.00

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Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Off. Dean, Coll. Prof. Studies				
<u>Leadership & Secondary Educ.</u>				
CONNELL, DANIEL J.	Supplementary	Director, Academic Serv (Teach EDF 211-004)	8/21/89 - 12/14/89	\$1,200.00
DAVIS, THERESA M	Supplementary	Secretary Specialist (Additional secretarial duties)	9/18/89 - 6/30/90	\$6.61/hr.
HOPPER, PHILLIP M.	Supplementary	Dir., Career Planning/ Placement (Teach EDF 211-001)	8/21/89 - 12/14/89	\$1,200.00
 <u>Child Development Center</u>				
GRIESINGER, ANN GRETCHEN	Fixed Term II	Substitute Teacher	9/14/89 - 5/16/90	\$48.00/day
OWENS, PATRICIA ANN	Fixed Term II	Substitute Teacher	9/18/89 - 5/16/90	\$40.00/day
 <u>In-Service Teacher Education</u>				
DUNCAN, JOHN R	Supplementary	Professor of Education (In-Service to Carter Co. teachers)	8/23/89 - 8/23/89	\$100.00
DAKES, PHYLLIS B	Supplementary	Asst. Prof. of Education (In-Service to Nicholas Co. teachers)	10/17/89 - 10/17/89	\$100.00
 <u>Health, P.E. & Recreation</u>				
GRIESINGER, ANN GRETCHEN	Fixed Term II	Lecturer (Teach HLTH 150)	1/8/90 - 5/11/90	\$1,600.00

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Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Off. Dean, Coll. Prof. Studies				
<u>Health, P.E. & Recreation</u>				
RYAN, HARRY WELLINGTON	Fixed Term II	Lecturer (Teach HLTH 203)	10/16/89 - 12/15/89	\$600.00
SABIE, MOHAMMED	Sabbatical Leave	Professor of HPER & Soccer Coach	1/8/90 - 5/11/90	\$42,472.00
WARD, NAN K	Fixed Term II	Assoc. Prof. of HPER (Full semester load)	8/21/89 - 12/15/89	\$15,000.00
<u>Psychology</u>				
BATSEL, WILLIAM M.	Salary Adjustment	Assoc. Prof. Psychology (Fulfillment of contractual agreement)	8/21/89	\$30,938.00 (\$1,800.00 incr.)
WANKE, CATHERINE DEAN	Wage Payroll	Data Specialist II	8/28/89 - 12/15/89	\$5.70/hr.
<u>Sociology, Social Work & Corr</u>				
RUDY, DAVID R	Supplementary	Department Chair & Professor of Sociology (Adult Children of Alcoholics Grant)	7/1/89 - 8/31/89	\$1,200.00
WELLS, DIANA LEE	Fixed Term II	Lecturer (Teach SOC/COR 201)	8/23/89 - 12/15/89	\$1,200.00

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Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
<u>Off. of Dean, App. Scie. & Tec</u>				
<u>Off. of Dean, App. Scie. & Tec</u>				
CASKEY, LISA LUCILLE	Probation Completed	Secretary	9/12/89	\$6.02/hr.
 <u>Aq. & Natural Resources-Farm</u>				
RAMEY, PAUL	Wage Payroll	Farm Laborer	9/11/89 - 10/7/89	\$4.00/hr.
SNIDER, WANDA BETHEL	Resignation	Farm Laborer	7/14/89	\$3.50/hr.
 <u>Aq. & Nat. Resources-Vet Tech</u>				
GINTER, LINDA A.	Wage Payroll Continuation Transfer	From Custodian, Housing to Custodian, Vet. Tech.	8/14/89 - 11/1/89	\$4.16/hr.
 <u>Home Economics</u>				
MOREHEAD, RICK LEE	Resignation	Instructor of Home Econ.	8/14/89	\$22,593.00
TIERNEY, LELANA GRAVES	Fixed Term II	Lecturer (Teach HEC 101, 220, 338, & 438)	8/18/89 - 12/16/89	\$9,545.00
TUCKER, BARBARA CAROLYN	Fixed Term II	Lecturer (Teach HEC 103, 370, 381)	8/18/89 - 12/16/89	\$9,000.00

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Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Off. of Dean, App. Scie. & Tec				
<u>Ind. Educ. & Technology</u>				
ALLEN, RONNIE DAVID	Fixed Term II	Lecturer (Teach WEL 102 & 102L)	8/29/89 - 12/16/89	\$3,076.00
FERGUSON, LORETTA GAYE	Standing I Probation	Clerk/Typist (Replacing Cristina McDavid, \$5.27/hr.)	10/23/89	\$4.93/hr.
TAYLOR, III, WALTER STEWART	Fixed Term II	Lecturer (Teach IET 320)	8/28/89 - 12/16/89	\$1,200.00
 <u>Nursing & Allied Health</u>				
DAVIS, ANITA KAY	Wage Payroll	Clerk/Typist	10/2/89 - 11/2/89	\$4.93/hr.
WISE, LOIS LEE	Leave without pay	Clerk/Typist	9/15/89 - 11/3/89	\$5.27/hr.
 <u>Nur. & All. Hlth.-Rad. Tech.</u>				
STULL, ROBIN BESS	Fixed Term II	Instructor of Rad. Tech.	9/18/89 - 12/15/89	\$1,950.00
 Off. of Dean, Undergrad. Prog.				
<u>Off. of Dean, Undergrad. Prog.</u>				
BYLUND, ROBERT A	Supplementary	Professor of Sociology (Revising SOC 101 for Correspondence Study)	6/15/89 - 6/30/89	\$400.00
YOUNG, KIMBERLY ANN	Fixed Term II	Instructor of Corr. Study (HIS 344, Correspondence)	9/1/89 - 2/1/90	\$3.50/lesson & \$12.00/exam

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Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Off. of Dean, Undergrad. Prog.				
<u>Office of Testing Center</u>				
ELDRIDGE, PATTY V.	Supplementary	Coord., Testing Programs (Administration of the Kentucky Test of Instr. & Administrative Practices)	7/8/89 - 7/8/89	\$50.00
<u>Academic Services Center</u>				
ALBERT, LAWRENCE S.	Supplementary	Asst. Prof. of Speech (Preparing and presenting training sessions for Peer Advisors)	9/6/89 - 9/6/89	\$150.00
LEWIS, RHONDA S	Resignation	Counselor	8/18/89	\$1,643.00
REED, DEBRA SUE	Supplementary	Handicapped Advisor/Coun. (Administration of ACT COMP to sample groups of freshmen)	8/28/89 - 8/31/89	\$200.00
SAMMONS, BELVA LYNN	Supplementary	Coord., Special Services (Administration of ACT COMP to sample groups of freshmen)	8/28/89 - 8/31/89	\$200.00
SCOTT, THOMAS ELIHU	Supplementary	Asst. Prof. of Speech (Preparing and presenting training sessions for Peer Advisors)	9/6/89 - 9/6/89	\$300.00

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Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Off. Library & Instruc. Media				
<u>Off. Library & Instruc. Media</u>				
HOOD, MARY F	Probation Completed	Library Assistant I	9/30/89	\$5.00/hr.
JACKSON, LOIS DEAN	Standing I Probation	Librarian I, Ref., Interlibrary Loan & Extended Campus (Replacing Clara Keyes, \$22,850.00)	8/28/89	\$22,850.00
JACKSON, MYRTLE H.	Leave without pay	Library Assistant I	2/1/89 - 5/13/89	\$6.62/hr.
MCCANE, ROGER DAVID	Wage Payroll	Study Center Attendant (Less than 100 hours per month)	9/19/89 - 5/12/90	\$4.30/hr.
NUTTER, CAROL ANGELL	Promotion Probation Title Change Salary Adjustment	From Librarian IV to Librarian IV, Head Ref. Department)	10/1/89	\$28,000.00 (\$900.00 incr.)
WELCH, TERESA G	Probation Completed	Librarian I	10/4/89	\$22,000.00
Office of Physical Plant				
<u>Office of Physical Plant</u>				
WELLS, JAMES WARREN	Probation Completed	Physical Facilities Coord	9/1/89	\$19,864.00
<u>Build. Maint. -Mechanical Shop</u>				
BARKER, JOSEPH RAY	Standing I Probation	Electrician	9/11/89	\$6.48/hr.
CRAWFORD, JOHN FITZGERALD	Wage Payroll	Electrician	8/21/89 - 2/21/90	\$6.48/hr.

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Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Office of Physical Plant				
<u>Build. Maint. -Carpenters</u>				
BRADLEY, ROY LEE	Wage Payroll	Carpenter	9/18/89 - 3/16/90	\$6.48/hr.
FOWLER, ROLAND HENRY	Wage Payroll	Laborer	9/18/89 - 3/16/90	\$4.00/hr.
JELLY, TODD VERNON	Wage Payroll	Painter	10/2/89 - 4/2/90	\$4.50/hr.
KIDD, NOAH	Wage Payroll	Carpenter's Helper	9/25/89 - 3/23/90	\$5.50/hr.
KUNKLE, DONALD	Wage Payroll	Painter	9/25/89 - 3/23/90	\$5.50/hr.
OSBURN, TIMOTHY DELBERT	Wage Payroll	Painter	9/18/89 - 3/16/90	\$4.50/hr.
REYNOLDS, ROBERT WAYNE	Wage Payroll	Carpenter's Helper	9/25/89 - 3/23/90	\$5.00/hr.
TACKETT, WALTER ALLEN	Wage Payroll	Carpenter	9/25/89 - 3/23/90	\$6.48/hr.
ULERY, CARLTON LEE	Wage Payroll	Carpenter	8/21/89 - 2/21/90	\$6.48/hr.
WENNER, LON EDWIN	Wage Payroll	Carpenter's Helper	9/18/89 - 3/16/90	\$5.00/hr.
<u>Landscaping & Grounds Maint.</u>				
GULLETT, KYLE VENIS	Wage Payroll	Groundsman	8/28/89 - 11/30/89	\$3.35/hr.
<u>Custodial</u>				
HAMM, ICIE FERN	Leave without pay	Custodian	7/31/89 - 8/21/89	\$5.64/hr.
STAFFORD, DAVID WAYNE	Release	Custodian	9/22/89	\$3.35/hr.

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Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Office of Physical Plant				
<u>Motor Pool</u>				
SCANLON, GEORGE EDWARD	Probation Completed	Bus Driver	9/30/89	\$6.90/hr.
Adm. and Fiscal Services -- Auxiliary				
<u>University Store</u>				
BROWN, TAMIE JUNE	Wage Payroll Continuation	Cashier	8/21/89 - 9/7/89	\$3.35/hr.
HAMM, JOYCE ANN	Wage Payroll	Cashier	8/21/89 - 9/1/89	\$3.35/hr.
JAMISON, JUNE DAULTON	Retirement	Business Cashier	8/31/89	\$6.56/hr.
JONES, SHELIA L.	Wage Payroll Continuation	Clerk/Typist	8/21/89 - 9/5/89	\$4.93/hr.
JONES, SHELIA L.	Wage Payroll Continuation	Clerk/Typist	9/6/89 - 9/15/89	\$4.93/hr.
JONES, SHELIA L.	Wage Payroll Continuation	Clerk/Typist	9/18/89 - 9/29/89	\$4.93/hr.
JONES, SHELIA L.	Fixed Term I Probation	Clerk/Typist	10/2/89 - 6/30/90	\$4.93/hr.
LONG, BONNIE L.	Fixed Term I Probation	Clerk/Typist	10/2/89 - 6/30/90	\$4.93/hr.
MAYS, LORETTA LOUISE	Wage Payroll	Cashier	8/21/89 - 9/1/89	\$3.35/hr.
MCCLAIN, PAULA L.	Wage Payroll Continuation	Business Cashier	7/7/89 - 12/22/89	\$5.70/hr.

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Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Adm. and Fiscal Services -- Auxiliary				
<u>Concessions & Vending</u>				
ANDERSON, KEVIN R.	Wage Payroll	Concession Worker (Less than 100 hours per months)	9/16/89 - 4/30/90	\$3.35/hr.
BRADT, JASON T	Wage Payroll	Concession Worker (Less than 100 hours per month)	9/16/89 - 4/30/90	\$3.35/hr.
CAUDILL, TERESA	Wage Payroll	Concession Worker (Less than 100 hours per month)	9/16/89 - 4/30/90	\$3.35/hr.
CRAFT, HENRY DALE	Wage Payroll	Vending & Concession Stock Clerk (35 hours per week)	8/21/89 - 5/11/90	\$4.00/hr.
CRAFT, SHEILA W.	Wage Payroll	Concession Worker (Less than 100 hours per month)	9/16/89 - 4/30/90	\$3.35/hr.
CRUM, DUSTY DAN	Wage Payroll	Concession Worker (Less than 100 hours per month)	9/16/879 - 4/30/90	\$3.35/hr.
EGAN, ABIGAIL	Wage Payroll	Concession Worker (Less than 100 hours per month)	9/16/89 - 4/30/90	\$3.35/hr.
FANNIN, MICHELE A	Wage Payroll	Concession Worker (Less than 100 hours per month)	9/16/89 - 4/30/90	\$3.35/hr.
GARNER, ANGELA FAY	Wage Payroll	Concessions Worker (Less than 100 hours per month)	9/16/89 - 4/30/90	\$3.35/hr.
HAMILTON, DANIEL	Wage Payroll	Concession Worker (Less than 100 hours per month)	9/16/89 - 4/30/90	\$3.35/hr.
HUNT, CHRISTIE JILL	Wage Payroll	Concession Worker (Less than 100 hours per month)	9/16/89 - 4/30/90	\$3.35/hr.
HUNTER, SHAWNA	Wage Payroll	Concession Worker (Less than 100 hours per month)	9/16/89 - 4/30/90	\$3.35/hr.

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Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Adm. and Fiscal Services -- Auxiliary				
<u>Concessions & Vending</u>				
JOHNSON, REBECCA A.	Wage Payroll	Concession Worker (Less than 100 hours per month)	9/16/89 - 4/30/90	\$3.35/hr.
MAYS, CLYDE JR	Wage Payroll	Concession Worker (Less than 100 hours per month)	9/16/89 - 4/30/90	\$3.35/hr.
MAYS, DEANNA L.	Wage Payroll	Concession Worker (Less than 100 hours per month)	9/16/89 - 4/30/90	\$3.35/hr.
NETHERTON, KEVIN	Wage Payroll	Concession Worker (Less than 100 hours per month)	9/16/89 - 4/30/90	\$3.35/hr.
POAGE, SCOTT	Wage Payroll	Concession Worker (Less than 100 hours per month)	9/16/89 - 4/30/90	\$3.35/hr.
RUCKER, EARL DEAN	Wage Payroll	Vending & Concession Stock Clerk (35 hours per week)	8/16/89 - 5/11/90	\$4.00/hr.
SMEDLEY, BARBARA ELLEN	Wage Payroll	Concession Worker (Less than 100 hours per month)	9/16/89 - 4/30/90	\$3.35/hr.
THOMPSON, REBECCA L	Wage Payroll	Concession Worker (Less than 100 hours per month)	9/16/89 - 4/30/90	\$3.35/hr.
WARREN, ERICA DAWN	Wage Payroll	Concession Worker (Less than 100 hours per month)	9/16/89 - 4/30/90	\$3.35/hr.
WARREN, TAMMY SUE	Wage Payroll	Concession Worker (Less than 100 hours per month)	9/16/89 - 4/30/90	\$3.35/hr.

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Administrative Unit/ Name	Action	Description	Effective Date	Salary
Adm. and Fiscal Services -- Auxiliary				
<u>Housing Office</u>				
DENNIS, CRAIG DAVIDSON	Supplementary	Residence Hall Director (Supplemental pay for food due to not having an apartment with cooking facilities)	9/1/89 - 5/31/90	\$1,000.00
ELDRIDGE, CHARLES	Fixed Term II	Student Assistant	8/28/89 - 5/31/90	\$4,300.00
LESTER, GEORGIEANA	Wage Payroll	Student Assistant (Less than 100 hours per month)	9/18/89 - 5/31/90	\$5.38/hr.
<u>Custodial-Res. Hall Services</u>				
ADKINS, DOVIE MAE	Release	Custodian	8/20/89	\$3.35/hr.
ANDREWS, DELORUS ANN	Release	Custodian	8/20/89	\$3.35/hr.
ARNETT, MARK KELSE	Release	Custodian	8/20/89	\$3.35/hr.
ARNETT, ROBIN STEVEN	Release	Custodian	8/20/89	\$3.35/hr.
ARNETT, SUZAN RENE	Release	Custodian	8/20/89	\$3.35/hr.
ARTHUR, MABLE	Release	Custodian	8/20/89	\$3.35/hr.
BABER, DEBBIE JO	Release	Custodian	8/20/89	\$3.35/hr.
BALDRIDGE, VICKY	Release	Custodian	8/20/89	\$3.35/hr.
BANKS, VELMA L	Release	Custodian	8/20/89	\$3.35/hr.
BELLAMY, DIANE	Release	Custodian	8/20/89	\$3.35/hr.
BROMWELL, DARLA D.	Release	Custodian	8/20/89	\$3.35/hr.
BROMWELL, PAMELA SUE	Release	Custodian	8/20/89	\$3.35/hr.
BROWN, BRIAN LEE	Release	Custodian	8/20/89	\$3.35/hr.
BROWN, KEVIN LEE	Release	Custodian	8/20/89	\$3.35/hr.
BROWN, ROGER	Release	Custodian	8/20/89	\$3.35/hr.

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Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Adm. and Fiscal Services -- Auxiliary				
<u>Custodial-Res. Hall Services</u>				
BROWN, TAMIE JUNE	Release	Custodian	8/20/89	\$3.35/hr.
BURTON, ROBERT	Release	Custodian	8/20/89	\$3.35/hr.
BURTON, VALERIE TINA	Release	Custodian	8/20/89	\$3.35/hr.
BUTLER, DONA DIANE	Standing I Probation	Custodian	8/21/89	\$4.16/hr.
CALDWELL, TROY LEE	Release	Custodian	8/20/89	\$3.35/hr.
CARPENTER, EVELENA	Release	Custodian	8/20/89	\$3.35/hr.
CARTER, BETTY LOU	Release	Custodian	8/20/89	\$3.35/hr.
CLARK, BURL N	Release	Custodian	8/20/89	\$3.35/hr.
CLARK, JEFFERY LEE	Release	Custodian	8/20/89	\$3.35/hr.
CLINE, RHONDA DARLENE	Release	Custodian	8/20/89	\$3.35/hr.
CONLEY, SHARI LYNN	Release	Custodian	8/20/89	\$3.35/hr.
COX, WALTER RICHARD	Release	Custodian	8/20/89	\$3.35/hr.
DAVIS, LONNIE CURTIS	Release	Custodian	8/20/89	\$3.35/hr.
DAY, CLAUDE PHILLIP	Release	Custodian	8/20/89	\$3.35/hr.
DEHART, BONITA MARLEE	Release	Custodian	8/20/89	\$3.35/hr.
DEHART, BRENDA C.	Release	Custodian	8/20/89	\$3.35/hr.
DOWNS, PHYLLIS ANN	Release	Custodian	8/20/89	\$3.35/hr.
EMMONS, RODNEY N	Release	Custodian	8/20/89	\$3.35/hr.
FANNIN, SANDRA LEA	Release	Custodian	8/20/89	\$3.35/hr.
FOSTER, KAREN DENISE	Release	Custodian	8/20/89	\$3.35/hr.
GINTER, LINDA A.	Release	Custodian	8/20/89	\$3.35/hr.
GRIFFITH, LISA B.	Release	Custodian	8/20/89	\$3.35/hr.
HALL, JEWELL	Release	Custodian	8/20/89	\$3.35/hr.
HINES, ANNETTE R	Release	Custodian	8/20/89	\$3.35/hr.

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Administrative Unit/ Name	Action	Description	Effective Date	Salary
Adm. and Fiscal Services -- Auxiliary				
<u>Custodial-Res. Hall Services</u>				
HITCH, ANGELA SUE	Release	Custodian	8/20/89	\$3.35/hr.
HOWARD, MARY ELIZABETH	Release	Custodian	8/20/89	\$3.35/hr.
JOHNSON, DIANA L.	Release	Custodian	8/20/89	\$3.35/hr.
JONES, LARRY DUANE	Release	Custodian	8/20/89	\$3.35/hr.
LEMASTER, ZELDA ELAINE	Release	Custodian	8/20/89	\$3.35/hr.
LEWIS, TINA	Release	Custodian	8/20/89	\$3.35/hr.
MAGGARD, PRISCILLA JO	Release	Custodian	8/20/89	\$3.35/hr.
MOORE, MICHAEL R.	Release	Custodian	8/20/89	\$3.35/hr.
NICKELL, SHIRLEY ANN	Release	Custodian	8/20/89	\$3.35/hr.
PENNINGTON, JAMES D.	Release	Custodian	8/20/89	\$3.35/hr.
PORTER, JAMA LEE	Release	Custodian	8/20/89	\$3.35/hr.
PUCKETT, LISA GAY	Release	Custodian	8/20/89	\$3.35/hr.
REYNOLDS, AILEEN IRENE	Release	Custodian	8/20/89	\$3.35/hr.
ROBERTS, TERESA GAYE	Release	Custodian	8/20/89	\$3.35/hr.
ROYSE, MICHELLA RENAE	Release	Custodian	8/20/89	\$3.35/hr.
SARGENT, DELORIS K	Release	Custodian	8/20/89	\$3.35/hr.
SEXTON, DARLENE GAY	Release	Custodian	8/20/89	\$3.35/hr.
SIBADOGIL, MINNIE TIRAME	Release	Custodian	8/20/89	\$3.35/hr.
SIBADOGIL, SHARON BELINDA	Release	Custodian	8/20/89	\$3.35/hr.
SLOAN, DONNA LYNN	Release	Custodian	8/20/89	\$3.35/hr.
SLOAN, DONNIE GLYNN	Release	Custodian	8/20/89	\$3.35/hr.
SMITH, GENAFAE	Release	Custodian	8/20/89	\$3.35/hr.
SMITH, MARILYN	Release	Custodian	8/20/89	\$3.35/hr.
STACY, KAREN MAY	Release	Custodian	8/20/89	\$3.35/hr.

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Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Adm. and Fiscal Services -- Auxiliary				
<u>Custodial-Res. Hall Services</u>				
STAMPER, BENNY LEE	Release	Custodian	8/20/89	\$3.35/hr.
STAMPER, DANNY LEE	Release	Custodian	8/20/89	\$3.35/hr.
STAMPER, DIANE	Release	Custodian	8/20/89	\$3.35/hr.
STEPHENS, MELISSA GAIL	Release	Custodian	8/20/89	\$3.35/hr.
TACKETT, CHARLOTTE RAE	Release	Custodian	8/20/89	\$3.35/hr.
TRENT, CHRISTINE JESSIE	Release	Custodian	8/20/89	\$3.35/hr.
TRENT, VICKY LYNN	Release	Custodian	8/20/89	\$3.35/hr.
WALLACE, SHANNON LEE	Release	Custodian	8/20/89	\$3.35/hr.
WELLS, MARY	Release	Custodian	8/20/89	\$3.35/hr.
WHALEN, LANETTE DEAN	Release	Custodian	8/20/89	\$3.35/hr.
WHITE, JENIFER ANNE	Release	Custodian	8/20/89	\$3.35/hr.
WHITT, PAMMY KAY	Release	Custodian	8/20/89	\$3.35/hr.
WHITT, SHEILA PAULINE	Resignation	Custodian	10/13/89	\$4.39/hr.
WILSON, JULIE ANN	Release	Custodian	8/20/89	\$3.35/hr.
WINKLE, LYNN KERRY	Release	Custodian	8/20/89	\$3.35/hr.
ZORNES, HEIDI JO	Release	Custodian	8/20/89	\$3.35/hr.
Federal -- Restricted Program				
<u>Talent Search - TRIO</u>				
COX, KIMBERLY SUZANNE	Leave without pay	Counselor, Talent Search	9/20/89 - 10/4/89	\$17,100.00
COX, KIMBERLY SUZANNE	Leave without pay	Counselor, Talent Search	10/4/89 - 10/31/89	\$17,100.00
GILLEY, CHARLES RAY	Fixed Term II	Counselor, Talent Search	10/1/89 - 11/30/89	\$3,420.00

11/01/89

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

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09/04/89 thru 10/27/89

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Federal -- Restricted Program				
<u>Talent Search - TRIO</u>				
HORN, CAROLYN SUE	Supplementary	Counselor (Serve as Acting Coord., Talent Search)	8/21/89 - 9/22/89	\$400.00
HORN, CAROLYN SUE	Fixed Term I Promotion Probation Salary Adjustment Title Change	From Counselor to Coordinator, Talent Search	10/2/89 - 6/30/90	\$23,534.00 (\$4,401.00 incr.)
<u>Special Services - TRIO</u>				
CHANEY, BOBBIE MAF	Fixed Term I	Secretary	9/1/89 - 8/31/90	\$6.20/hr.
HARMON, ILLA GAYE	Wage Payroll Continuation	Secretary	8/14/89 - 8/25/89	\$5.70/hr.
JONES, JOANN SCRUGGS	Fixed Term I Probation	Counselor, Special Serv. Support	10/2/89 - 8/31/90	\$14,787.00
LEWIS, RHONDA S	Fixed Term II	Counselor	8/14/89 - 9/8/89	\$1,640.00
TINGLE, GAIL WESTERMAN	Fixed Term I Probation	Counselor, Special Serv. Support	10/2/89 - 8/31/90	\$14,787.00
<u>Upward Bound - TRIO</u>				
CALLAHAN, ROBERT ERVIN	Fixed Term II	Lecturer (Upward Bound Program, return trips)	10/21/89 - 3/24/90	\$500.00
DAILEY, PAULA BETH	Supplementary	Coord., Freshman Adv. & General Studies (Lecturer for Upward Bound Program, return trips)	10/21/89 - 2/24/90	\$250.00

11/01/89

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

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09/04/89 thru 10/27/89

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Federal -- Restricted Program				
<u>Upward Bound - TRIQ</u>				
FERGUSON, LORETTA GAYE	Wage Payroll Continuation	Secretary	8/28/89 - 9/8/89	\$5.70/hr.
FERGUSON, LORETTA GAYE	Wage Payroll Continuation	Secretary	8/14/89 - 8/25/89	\$5.70/hr.
FERGUSON, LORETTA GAYE	Wage Payroll Continuation	Secretary	9/11/89 - 9/15/89	\$5.70/hr.
MCKENZIE, NANCY CHANEY	Fixed Term II	Lecturer (Upward Bound Program, return trips)	10/21/89 - 3/24/90	\$500.00
WEBB, MARGARET ANN	Fixed Term I Probation	Secretary	9/18/89 - 5/31/90	\$5.70/hr.
<u>Head Start</u>				
CARPENTER, WANDA J	Fixed Term I	Head Start Family Service Worker/Secretary	9/1/89 - 6/29/90	\$5.70/hr.
CARPENTER, WANDA J	Supplementary	Head Start Family Service Worker/Secretary (Bookkeeping for the Head Start Program)	9/1/89 - 6/29/90	\$434.00
HAMM, DANIEL RAY	Fixed Term II	Substitute Bus Driver/ Teacher Aide	9/15/89 - 6/30/90	\$25.00/day
HAMM, JOYCE ANN	Fixed Term I	Bus Driver/Teacher Aide	9/1/89 - 6/29/90	\$5.70/hr.
JOHNSON, LOUELLA	Fixed Term I	Bus Driver/Teacher Aide	9/1/89 - 6/29/90	\$5.70/hr.
KITTLE, MARTHA S	Fixed Term II	Head Start Teacher	9/7/89 - 10/13/89	\$2,042.90
KITTLE, MARTHA S	Fixed Term II Continuation	Head Start Teacher	10/16/89 - 11/17/89	\$2,042.90
MCGHEE, CONNIE LOU	Supplementary	Head Start Teacher (Coord. responsibilities for Head Start)	9/1/89 - 6/29/90	\$1,455.00

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09/04/89 thru 10/27/89

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Federal -- Restricted Program				
<u>Child Development Assoc. Prog.</u>				
CAUDILL, ROBERTA WILMA	Fixed Term II	CDA Field Trainer (Work will be performed through a call-in on a day-to-day basis)	9/1/89 - 6/30/90	\$80.00/day
FRANZINI, CAROLYN N.	Fixed Term II	CDA Field Trainer (Work will be performed through a call-in on a day-to-day basis)	9/1/89 - 6/30/90	\$85.00/day
LOCKHART, LINDA LOUISE	Fixed Term I-I	CDA Trainer (Work will be performed through a call-in on a day-to-day basis)	9/20/89 - 6/30/90	\$75.00/day
MANNER, LYNN V.	Fixed Term II	CDA Trainer (Work will be performed through a call-in on a day-to-day basis)	9/26/89 - 6/30/90	\$75.00/day
MATTINGLY, DEBRA NAPIER	Salary Adjustment	CDA Director	8/25/89 - 6/15/90	\$17,757.00 (\$927.00 incr.)
REEVES, MARGARET	Fixed Term II	CDA Trainer (Work will be performed through a call-in on a day-to-day basis)	9/15/89 - 6/30/90	\$75.00/day
<u>Adult Learning Center</u>				
BURRELL, BONNIE CAROLYN	Fixed Term I	Coordinator	9/1/89 - 6/30/90	\$22,472.00
COGSWELL, JENNIFER LYNN	Fixed Term I	Assistant Coordinator	9/1/89 - 6/30/90	\$6.04/hr.
COMPTON, TRACY	Wage Payroll	Learning Center Aide (Less than 100 hours per month)	9/25/89 - 6/30/90	\$4.93/hr.
DUNCAN, JENNY LOU	Fixed Term I	Secretary	9/1/89 - 10/7/89	\$6.13/hr.
DUNCAN, JENNY LOU	Fixed Term I	Secretary	10/8/89 - 6/30/90	\$6.13/hr.

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09/04/89 thru 10/27/89

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Federal -- Restricted Program				
<u>Adult Learning Center</u>				
KARWATKA, CAROLE THOMMEN	Wage Payroll Continuation	Literacy Coordinator	7/1/89 - 8/11/89	\$10.00/hr.
KARWATKA, CAROLE THOMMEN	Wage Payroll Continuation	Literacy Coordinator	8/12/89 - 6/30/90	\$10.00/hr.
KARWATKA, CAROLE THOMMEN	Wage Payroll Continuation	Literacy Coordinator (Supplemental pay for 10 weeks, Kentucky Literacy Commission)	10/8/89 - 12/16/89	\$10.00/hr.
<u>Job Training Part. Act Prog.</u>				
FINNEY, CONSTANCE C.	Resignation	Bookkeeper I	10/31/89	\$6.18/hr.
SAMMONS, GEORGIA	Supplementary	Data Entry Specialist (Provide 54 hours of instruction to JTC students)	8/28/89 - 12/12/89	\$540.00
<u>Small Business Dev. Ctr. Prog.</u>				
AKERS, LINDA N	Fixed Term I	General Mngt. Consultant	9/30/89 - 9/29/90	\$28,248.00
BEGLEY, ERNEST R.	Fixed Term I	General Mngt. Consultant	9/30/89 - 9/29/90	\$28,248.00
CASEBOLT, LINDA GAY	Fixed Term I	Secretary	9/30/89 - 9/29/90	\$5.70/hr.
CASEBOLT, LINDA GAY	Probation Completed	Secretary	10/17/89	\$5.70/hr.
DEPRIEST, ROBERTA JO	Fixed Term I	Secretary	9/30/89 - 9/29/90	\$5.70/hr.
GRIER, WILSON C.	Fixed Term I	Director of EKSBDC	9/30/89 - 9/29/90	\$8,411.00
MORLEY, MICHAEL JEROME	Fixed Term I	General Mngt. Consultant	9/30/89 - 9/29/90	\$28,248.00
SAMMONS, GEORGIA	Fixed Term I	Data Entry Specialist II	9/30/89 - 9/29/90	\$7.74/hr.

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

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09/04/89 thru 10/27/89

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Federal -- Restricted Program				
<u>KET-GED on T.V.</u>				
THOMPSON, ALICE RUSSELL	Probation Completed	KET Student Advisor	9/1/89	\$5.70/hr.
 <u>Agriculture & Natural Resource</u>				
MULLINS, BOBBY L.	Fixed Term I Probation	Swine Herdsman	9/24/89 - 6/30/90	\$16,000.00
 <u>Adult Basic Educ./Morgan Co.</u>				
MALONEY, DEBORAH SHANE	Fixed Term I	Clerk/Typist	8/15/89 - 6/15/90	\$4.90/hr.
MCKENZIE, SANDRA B	Wage Payroll Continuation	Literacy Coordinator (Less than 100 hours per month)	7/1/89 - 6/30/90	\$10.00/hr.
MOTLEY, BARBARA W.	Fixed Term I	ABE Teacher	8/15/89 - 6/15/90	\$16,270.00
 <u>Jefferson Co. Public</u>				
GORE, JERRY	Supplementary	Dir., Minority Student Affairs (Teaching and consulting for Minority Teacher Education Program)	7/17/89 - 7/18/89	\$300.00
JONES, MARILYN A	Fixed Term II	Co-Director (Teacher Education & Minority Project)	8/14/89 - 8/15/90	\$8,750.00
JONES, MICHAEL ANTHONY	Wage Payroll	Student Tutor (Less than 100 hours per month)	9/12/89 - 5/12/90	\$3.35/hr.

11/01/89

PERSONNEL ACTIONS

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09/04/89 thru 10/27/89

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Federal -- Restricted Program				
<u>Jefferson Co Public</u>				
OVERLY, PEGGY ANN	Supplementary	Minority Stud. Recruiter (Teaching and consulting for Minority Teacher Education Program)	7/17/89 - 7/18/89	\$300.00
<u>Teacher Educ. Prog.</u>				
BLAKE, RASHAWNDA NEISHELL	Wage Payroll	Tutor (Less than 100 hours per month)	9/29/89 - 5/11/90	\$3.35/hr.
HENSON, MARTINA LYNN	Wage Payroll	Tutor (Less than 100 hours per month)	9/29/89 - 5/11/90	\$3.35/hr.
<u>CDPCRC</u>				
BATSEL, WILLIAM M	Supplementary	Assoc. Prof. Psychology (Supervision under terms of Rehabilitation Grant)	8/28/89 - 12/15/89	\$50.00/hr.
REMILLARD, STEVE MARK	Fixed Term II	Testing Specialist	8/28/89 - 12/15/89	\$115.00/test date
TAPP, GEORGE S	Supplementary	Department Chair & Professor of Psychology (Supervise and/or direct under terms of Rehab. Grant)	8/28/89 - 6/15/90	\$150.00/test date
VANHOOSE, DOSHIA E.	Wage Payroll	Staff Assistant	10/16/89 - 6/30/90	\$10.00/hr.
WALPERT, MARCY ELIZABETH	Fixed Term II	Testing Specialist	8/28/89 - 12/15/89	\$115.00/test date
WRIGHT, LINDA TACKETT	Fixed Term I Probation	Staff Psychologist	10/2/89 - 6/30/90	\$23,385.00

11/01/89

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09/04/89 thru 10/27/89

Administrative Unit/ Name	Action	Description	Effective Date	Salary
Federal -- Restricted Program				
<u>Dropout Prevention Program</u>				
ADAMS, DAWN MARIE	Wage Payroll	Tutor (Not to exceed \$568.00)	10/2/89 - 5/4/90	\$4.00/hr.
ALBRIGHT, VIRGINIA BETH	Wage Payroll	Tutor (Not the exceed \$452.00)	10/2/89 - 5/4/90	\$4.00/hr.
BENTLEY, JILL CAROL	Wage Payroll	Tutor (Not to exceed \$496.00)	10/2/89 - 5/4/90	\$4.00/hr.
CARTER, KELLY ELAINE	Wage Payroll	Tutor (Not to exceed \$568.00)	10/2/89 - 5/4/90	\$4.00/hr.
CAUDILL, LANNA	Wage Payroll	Tutor (Not to exceed \$496.00)	10/2/89 - 5/4/90	\$4.00/hr.
COLEMAN, REGINA K	Wage Payroll	Tutor (Not to exceed \$496.00)	10/2/89 - 5/4/90	\$4.00/hr.
CRAFT, RHONDA KRISTINE	Wage Payroll	Tutor (Not to exceed \$452.00)	10/2/89 - 5/4/90	\$4.00/hr.
DONALDSON, SHAWNA DEA	Wage Payroll	Tutor (Not to exceed \$496.00)	10/2/89 - 5/4/90	\$4.00/hr.
EVANS, LISA K	Wage Payroll	Tutor (Not to exceed \$568.00)	10/2/89 - 5/4/90	\$4.00/hr.
GRAY, DOUGLAS MICHAEL	Wage Payroll	Tutor (Not to exceed \$496.00)	10/2/89 - 5/4/90	\$4.00/hr.
GREEN, WILLIAM DAVID	Wage Payroll	Tutor (Not to exceed \$496.00)	10/2/89 - 5/4/90	\$4.00/hr.
HATFIELD, SONYA MARIE	Wage Payroll	Tutor (Not to exceed \$452.00)	10/2/89 - 5/4/90	\$4.00/hr.
HORCH, HANNAH RUTH	Wage Payroll	Tutor (Not to exceed \$568.00)	10/2/89 - 5/4/90	\$4.00/hr.
HUGHES, STEVEN WESLEY	Wage Payroll	Tutor (Not to exceed \$452.00)	10/2/89 - 5/4/90	\$4.00/hr.
KELTNER, LISA MARIE	Wage Payroll	Tutor (Not to exceed \$452.00)	10/2/89 - 5/4/90	\$4.00/hr.
LACY, LISA CAROL	Wage Payroll	Tutor (Not to exceed \$568.00)	10/2/89 - 5/4/90	\$4.00/hr.

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

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09/04/89 thru 10/27/89

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Federal -- Restricted Program				
<u>Dropout Prevention Program</u>				
LATHERY, ANGELA BETH	Wage Payroll	Tutor (Not to exceed \$496.00)	10/2/89 - 5/4/90	\$4.00/hr.
LITTLETON, VIRGINIA JOSETTE	Wage Payroll	Tutor (Not to exceed \$496.00)	10/2/89 - 5/4/90	\$4.00/hr.
MITCHELL, RODNEY RAY	Wage Payroll	Tutor (Not to exceed \$568.00)	10/2/89 - 5/4/90	\$4.00/hr.
MITTEN, KIMBERLY NOEL	Wage Payroll	Tutor (Not to exceed \$496.00)	10/2/89 - 5/4/90	\$4.00/hr.
MORGAN, ANTHONY LYNN	Wage Payroll	Tutor (Not to exceed \$496.00)	10/2/89 - 5/4/90	\$4.00/hr.
STEPHENS, THOMAS WILLIAM	Wage Payroll	Tutor (Not to exceed \$452.00)	10/2/89 - 5/4/90	\$4.00/hr.
WARING, CAROLYN MICHELE	Wage Payroll	Tutor (Not to exceed \$496.00)	10/2/89 - 5/4/90	\$4.00/hr.
WEAVER, PAUL RONALD	Fixed Term I Probation	Dropout Prevention Coord.	9/11/89 - 9/30/90	\$14,300.00
WEBB, ELAINE MARIE	Wage Payroll	Tutor (Not to exceed \$496.00)	10/2/89 - 5/4/90	\$4.00/hr.
<u>Martiki Research Project</u>				
FIKE, GARRETT STEVEN	Fixed Term II	Farm Manager	8/27/89 - 11/14/89	\$6,000.00
FIKE, GARRETT STEVEN	Fixed Term I Probation	Farm Manager	10/22/89 - 6/30/90	\$24,000.00
GREENE, IMOGENE MAXIE	Fixed Term I Probation	Farm Laborer	9/10/89 - 6/30/90	\$4.08/hr.
GREENE, MARTIN RAY	Fixed Term I Probation	Poultry Technician	9/10/89 - 6/30/90	\$5.47/hr.
HACKWORTH, KEITH RAYE	Resignation	Laborer	8/10/89	\$5.00/hr.
MULLINS, BOBBY L.	Fixed Term II	Swine Herdsman	8/7/89 - 11/7/89	\$4,000.00

11/01/89

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

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09/04/89 thru 10/27/89

Administrative Unit/ Name	----- Action -----	----- Description -----	Effective Date	----- Salary -----
Federal -- Restricted Program				
<u>Martiki Research Project</u>				
REED, DON	Probation Completed	Farm Laborer	9/19/89	\$4.08/hr.
STANLEY, KENNETH MICHAEL	Probation Completed	Farm Laborer	9/19/89	\$4.08/hr.

PERSONAL SERVICE CONTRACTS

Recommendation

That the Board ratify the attached list of personal service contracts, which represents all such contracts issued with amounts greater than \$1,000 between September 12, 1989, and November 2, 1989.

PERSONAL SERVICE CONTRACTS
SEPTEMBER 12, 1989 THROUGH NOVEMBER 2, 1989

COMPANY NAMELEARNING TO LIVE WITH CONFLICT, INC.
COMPANY ADDRESS. GENESEO, NY
CONTRACT DESCRIPTION . . STUDENT LECTURE SERIES-CONFLICT MEDIATION
CONTRACT BEGINNING DATE.SEPTEMBER 12, 1989
CONTRACT ENDING DATESEPTEMBER 12, 1989
CONTRACT AMOUNT. \$1,500.00
METHOD OF SELECTION. SINGLE SOURCE

COMPANY NAME G. J. FEATHERSTON
COMPANY ADDRESS. BLUEFIELD, WV
CONTRACT DESCRIPTION . . . INDUSTRIAL ED. CURRICULUM CONSULTATION
CONTRACT BEGINNING DATE. OCTOBER 4, 1989
CONTRACT ENDING DATE OCTOBER 6, 1989
CONTRACT AMOUNT. \$1,000.00
METHOD OF SELECTION. SINGLE SOURCE

COMPANY NAMEPADGETT-THOMPSON
COMPANY ADDRESS. LEAWOOD, KS
CONTRACT DESCRIPTION FACULTY/STAFF DEVELOPMENT SEMINAR
CONTRACT BEGINNING DATE.OCTOBER 11, 1989
CONTRACT ENDING DATEOCTOBER 11, 1989
CONTRACT AMOUNT. \$2,350.00
METHOD OF SELECTION. COMPETITIVE NEGOTIATION

COMPANY NAMECAREER TRACK
COMPANY ADDRESS. BOULDER, CO
CONTRACT DESCRIPTION FACULTY/STAFF DEVELOPMENT SEMINAR
CONTRACT BEGINNING DATE. NOVEMBER 17, 1989
CONTRACT ENDING DATE NOVEMBER 17, 1989
CONTRACT AMOUNT. \$2,518.12
METHOD OF SELECTION. COMPETITIVE NEGOTIATION

1988-89 AUDIT

Background

KRS 164A.570 requires an annual audit to be conducted for all universities in the state system. The audit is to be conducted either by the Auditor of Public Accounts or an independent public accounting firm.

Analysis

With the approval of the Auditor of Public Accounts, the public accounting firm of Kelley, Galloway, and Company was engaged to conduct the annual audit of Morehead State University for the year ended June 30, 1989. A copy of their report has been submitted to each Board member.

Recommendation

That the Board receive the 1988-89 audit report as submitted by Kelley, Galloway, and Company.

**QUARTERLY FINANCIAL REPORT
AND AMENDMENT OF FY 90 OPERATING BUDGET**

Background

Financial Statements:

KRS 164.420 provides that a financial report shall be issued to the Board of Regents on a timely basis. In accordance with the statute, financial statements have been prepared with information as of September 30, 1989.

Operating Budget Reports:

Also included in the financial report, as required by the 1989-90 Operating Budget Resolution, are budget reports for revenues and expenditures. These reports provide detail of adjustments to the original budget and a comparison of budgeted revenues and expenditures to actual as of September 30, 1989.

Capital Outlay:

The 1989-90 Operating Budget Resolution also requires that a report of equipment purchases greater than \$25,000 and a report of capital construction projects greater than \$50,000 be provided as part of the quarterly financial report. Such reports are presented herein.

Analysis

Operating Budget Reports

Total operating revenues and expenditures at September 30 are projected at **\$50,400,362**, an increase of \$946,775 (1.9%) over the original budget approved by the Board for 1989-90. The projected increases in the operating budget can be summarized as follows:

1. **TUITION AND FEES - \$130,000**
STUDENT HOUSING - \$ 48,000

The original 1989-90 operating budget was based on a projected fall enrollment of 7,800 students. The university achieved an all-time record enrollment, however, of 7,917 students. As a result, additional revenues from tuition and fees and student housing

totalling \$178,000 are now projected. These enrollment growth funds have been allocated for:

*Additional faculty positions. A total of 5 new faculty positions were added for 1989-90.

*Two additional custodians for student housing.

*Instructional equipment. \$73,000 of enrollment growth funds was earmarked as part of \$526,000 in additional funding made available for instructional equipment purchases in 1989-90.

2. REBUDGETED FUND BALANCE - \$485,150

A total of \$311,500 from year-end fund balances at June 30, 1989 was rebudgeted in 1989-90 to fund instructional equipment purchases. Additional dollars from year-end fund balances were carried forward to 1989-90 to fund purchase orders and commitments outstanding at June 30, 1989.

3. FOOD SERVICES REVENUES - \$238,000

As presented at the June 23 Board meeting, a decision on contracting food services operations was not finalized at the time the 1989-90 Proposed Operating Budget was prepared. Food services revenues for rent and commissions for 1989-90, based on the University's contract with Professional Food Service Management, Inc., are now estimated at \$238,000. The Operating Budget has been amended to reflect these revenues. Revenues earned in 1989-90 will be needed to fund expenditures related to food services: debt reduction for facility upgrades, service contract expenses, utilities, and replacement and upgrading of food services equipment.

4. OTHER

The expenditure report reflects a number of routine budget transfers for expenses which are normally consolidated in the opening budget and allocated to specific units as needed during the year. Examples of such expenditures include summer school instruction, graduate assistants, and adjunct instructors. As a result, several accounts, particularly in the Division of Academic Affairs, reflect increases in expenditure budgets in the first quarter for these internal reallocations.

Other budget transfers and adjustments necessary in the first quarter are reflected in the revenue and expenditure reports presented herein. Additional detail of major budget transfers is also presented as part of the financial report.

RECOMMENDATION

That the Board of Regents accept the quarterly financial report as presented and amend the institution's 1989-90 Operating Budget to reflect a revised expenditure level of **\$50,400,362** in accordance with the detailed budget information provided.



BUSINESS SERVICES

HOWELL-MCDOWELL AD. BLDG.
MOREHEAD, KENTUCKY 40351-1689

September 30, 1989

Dr. C. Nelson Grote, President
Members of the Board of Regents
Morehead State University
Morehead, Kentucky 40351

Dear Dr. Grote and Members of the Board:

I am submitting to you the September 30, 1989, Balance Sheet for Morehead State University and the related Statement of Current Fund Revenues and Expenditures for the three months then ended.

These statements have been prepared on the accrual basis and present fairly the financial position of Morehead State University at September 30, 1989, and the current fund revenues and expenditures for the three months then ended.

Respectfully submitted,

James A. Fluty, CPA
Controller

JAF:cb

Enclosures

MOREHEAD STATE UN Y
FY 1989-90 BALANCE SHEET
SEP. 30, 1989

PAGE:

1 Current Funds	ASSETS CURRENT YEAR
10 Unrestricted	
101 Cash	7,580,277.72
102 Receivables, Invest	3,969,756.95
103 Inventories	1,564,667.45
	<hr/>
TOTAL Unrestricted	13,114,702.12
	<hr/>
11 Restricted Current	
101 Cash	583,924.55
102 Receivables, Invest	1,006,355.38
	<hr/>
TOTAL Restricted Current	1,590,279.93
	<hr/>
TOTAL Current Funds	14,704,982.05
	<hr/>

	LIABILITIES & FUND BALANCE CURRENT YEAR
10 Unrestricted	
201 Accounts Payable	273,273.83
202 Accrued P/R W/H	880,033.92
205 Due To Other Funds	125,111.91
206 Other Accruals	0.00
209 Contingent Liability	755,534.48
210 Deposits	0.00
TOTAL LIABILITIES	2,033,954.14
301 Fund Balance	11,080,747.98
TOTAL Unrestricted	13,114,702.12
11 Restricted Current	
201 Accounts Payable	1,102,345.25
202 Accrued P/R W/H	0.00
203 Unearned Revenues	430,014.54
205 Due To Other Funds	0.00
206 Other Accruals	8.35
TOTAL LIABILITIES	1,532,368.14
303 Rest. Fund Balance	57,911.79
TOTAL Restricted Current	1,590,279.93
TOTAL Current Funds	14,704,982.05

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ASSETS		LIABILITIES & FUND BALANCE	
2 Loan Funds	CURRENT YEAR		CURRENT YEAR
20 NDSL		20 NDSL	
101 Cash	76,225.34	201 Accounts Payable	36,375.00
102 Receivables, Invest	3,026,768.80	205 Due To Other Funds	0.00
		TOTAL LIABILITIES	36,375.00
		302 Loan Fund Balance	3,066,619.14
TOTAL NDSL	3,102,994.14	TOTAL NDSL	3,102,994.14
21 Nursing Loans		21 Nursing Loans	
101 Cash	5,316.34	201 Accounts Payable	0.00
102 Receivables, Invest	35,677.21		
		TOTAL LIABILITIES	0.00
		302 Loan Fund Balance	40,993.55
TOTAL Nursing Loans	40,993.55	TOTAL Nursing Loans	40,993.55
TOTAL Loan Funds	3,143,987.69	TOTAL Loan Funds	3,143,987.69

MOREHEAD STATE UN Y
 FY 1989-90 BALANCE SHEET
 SEP. 30, 1989

PAGE: 1

3 Endowment Funds	ASSETS		LIABILITIES & FUND BALANCE	
	CURRENT YEAR		CURRENT YEAR	
30 Endowment		30 Endowment		
101 Cash	2,023.61	301 Fund Balance	2,726.19	
102 Receivables, Invest	702.58			
TOTAL Endowment	2,726.19	TOTAL Endowment	2,726.19	
31 Fund for Excellence		31 Fund for Excellence		
101 Cash	143,691.05	301 Fund Balance	143,691.05	
102 Receivables, Invest	0.00			
TOTAL Fund for Excellence	143,691.05	TOTAL Fund for Excellence	143,691.05	
32 ASH OIL-ALBRIGHT GRT		32 ASH OIL-ALBRIGHT GRT		
101 Cash	0.00	201 Accounts Payable	0.00	
102 Receivables, Invest	0.00	TOTAL LIABILITIES	0.00	
TOTAL ASH OIL-ALBRIGHT GRT	0.00	301 Fund Balance	0.00	
		TOTAL ASH OIL-ALBRIGHT GRT	0.00	
TOTAL Endowment Funds	146,417.24	TOTAL Endowment Funds	146,417.24	

MOREHEAD STATE UNIVERSITY
FY 1989-90 BALANCE SHEET
SEP. 30, 1989

PAGE: 004

4 Plant Funds	ASSETS CURRENT YEAR
40 Unexpended	
101 Cash	-731,607.71
102 Receivables, Invest	7,758,825.72
	<hr/>
TOTAL Unexpended	7,027,218.01
	<hr/>
41 Renewal/Replacement	
101 Cash	146,027.52
102 Receivables, Invest	159,622.33
	<hr/>
TOTAL Renewal/Replacement	305,649.85
	<hr/>
42 Ret.of Indebtedness	
101 Cash	431,289.19
102 Receivables, Invest	2,816,972.38
	<hr/>
TOTAL Ret.of Indebtedness	3,248,261.57
	<hr/>
43 Investment In Plant	
102 Receivables, Invest	0.00
109 Fixed Assets	99,391,554.99
	<hr/>
TOTAL Investment In Plant	99,391,554.99
	<hr/>
TOTAL Plant Funds	109,972,684.42
	<hr/>

	LIABILITIES & FUND BALANCE CURRENT YEAR
40 Unexpended	
201 Accounts Payable	0.00
TOTAL LIABILITIES	0.00
304 Plant Fund Balance	7,027,218.01
TOTAL Unexpended	7,027,218.01
41 Renewal/Replacement	
304 Plant Fund Balance	305,649.85
TOTAL Renewal/Replacement	305,649.85
42 Ret.of Indebtedness	
304 Plant Fund Balance	3,248,261.57
TOTAL Ret.of Indebtedness	3,248,261.57
43 Investment In Plant	
208 Long Term Liabilites	26,885,000.00
TOTAL LIABILITIES	26,885,000.00
304 Plant Fund Balance	72,506,554.99
TOTAL Investment In Plant	99,391,554.99
TOTAL Plant Funds	109,972,684.42

MOREHEAD STATE UN Y
FY 1989-90 BALANCE SHEET
SEP. 30, 1989

PAGE:

5 Agency Funds	ASSETS CURRENT YEAR
50 Club Accounts	
101 Cash	26,482.32
102 Receivables, Invest	50.00
	<hr/>
TOTAL Club Accounts	26,532.32
	<hr/>
51 Scholarship Account	
101 Cash	21,221.97
102 Receivables, Invest	101,458.00
	<hr/>
TOTAL Scholarship Account	122,679.97
	<hr/>
52 Deposit Account	
101 Cash	257,642.68
102 Receivables, Invest	0.00
	<hr/>
TOTAL Deposit Account	257,642.68
	<hr/>
53 Consolidated Agency	
101 Cash	604,004.77
102 Receivables, Invest	0.00
	<hr/>
TOTAL Consolidated Agency	604,004.77
	<hr/>
TOTAL Agency Funds	1,010,859.74
	<hr/>

	LIABILITIES & FUND BALANCE CURRENT YEAR
50 Club Accounts	
201 Accounts Payable	1,469.30
204 Deposits Held/Others	25,063.02
205 Due To Other Funds	0.00
	<hr/>
TOTAL LIABILITIES	26,532.32
	<hr/>
TOTAL Club Accounts	26,532.32
	<hr/>
51 Scholarship Account	
201 Accounts Payable	109,815.82
204 Deposits Held/Others	12,864.15
	<hr/>
TOTAL LIABILITIES	122,679.97
	<hr/>
TOTAL Scholarship Account	122,679.97
	<hr/>
52 Deposit Account	
201 Accounts Payable	-49.82
204 Deposits Held/Others	257,692.50
205 Due To Other Funds	0.00
	<hr/>
TOTAL LIABILITIES	257,642.68
	<hr/>
TOTAL Deposit Account	257,642.68
	<hr/>
53 Consolidated Agency	
201 Accounts Payable	40,367.83
204 Deposits Held/Others	563,636.94
205 Due To Other Funds	0.00
	<hr/>
TOTAL LIABILITIES	604,004.77
	<hr/>
TOTAL Consolidated Agency	604,004.77
	<hr/>
TOTAL Agency Funds	1,010,859.74

Morehead State University

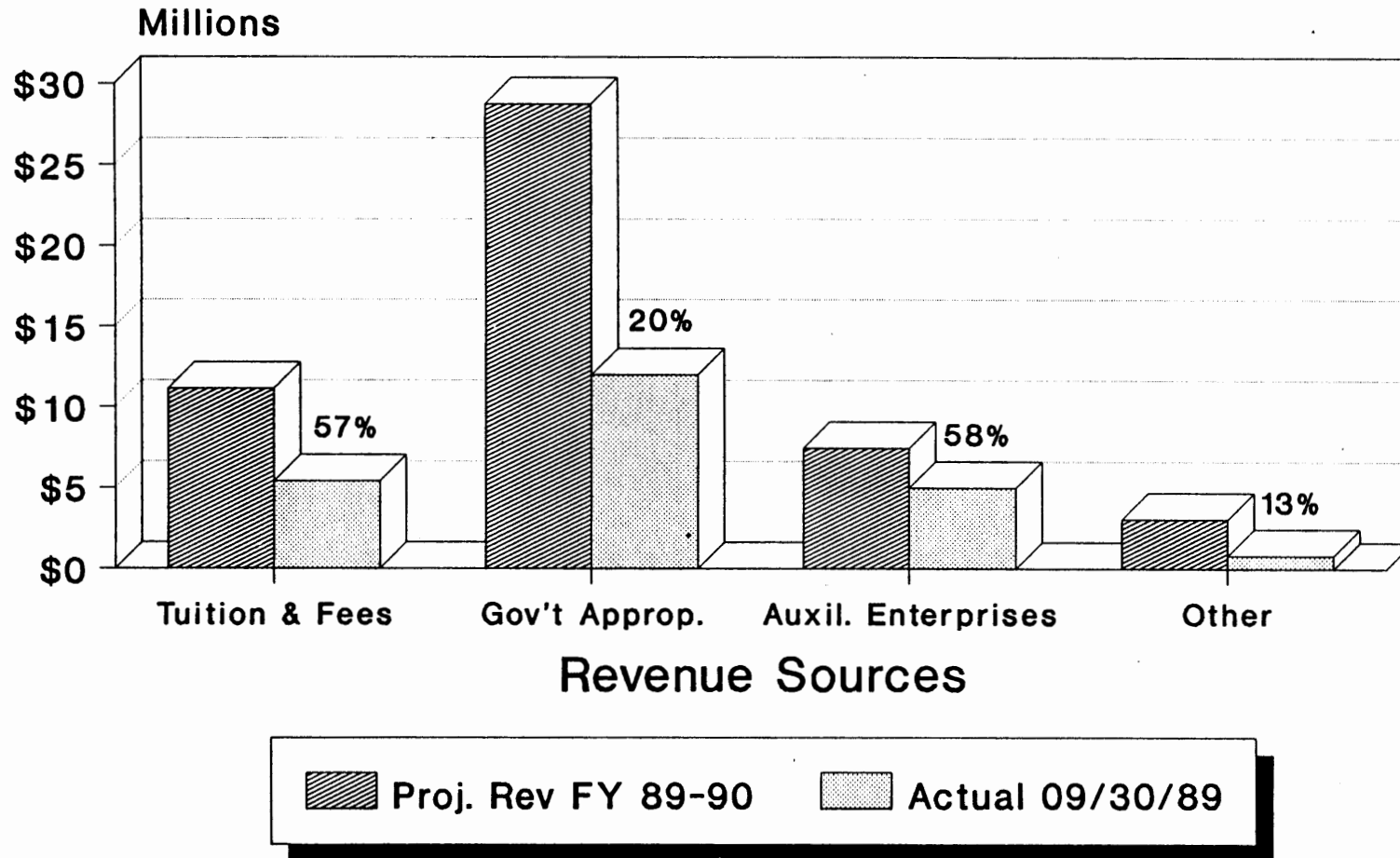
For the 3 months ending 09/30/89

	Unrestricted	Restricted	Total
REVENUES			
Tuition and Fees	6,312,935.00	0.00	6,312,935.00
Gov't Appropriations	5,743,800.00	0.00	5,743,800.00
Private Gifts	0.00	0.00	0.00
Indirect Cost Reimb.	175.50	0.00	175.50
S&S of Ed.Activities	150,936.04	0.00	150,936.04
Other Sources	241,880.48	0.00	241,880.48
Auxiliary Enterprise	4,338,117.40	0.00	4,338,117.40
Restricted Current	0.00	3,340,211.87	3,340,211.87
Total CURRENT REVENUES	16,787,844.42	3,340,211.87	20,128,056.29
EXPENDITURES AND MANDATORY TRANSFERS			
EDUCATION AND GENERAL			
INSTRUCTION	3,237,305.37	229,933.21	3,467,238.58
RESEARCH	1,158.54	31,166.64	32,325.18
PUBLIC SERVICE	194,153.12	368,209.70	562,362.82
LIBRARY	509,883.86	21,359.06	531,242.92
ACADEMIC SUPPORT	475,036.39	12,477.19	487,513.58
STUDENT SERVICES	876,517.15	95,455.94	971,973.09
INSTITUTIONAL SUPPORT	1,673,436.83	29,847.32	1,703,284.15
OPERATIONS AND MAINTENANCE OF PLANT	884,694.80	1,795.62	886,490.42
STUDENT FINANCIAL AID PROGRAM	1,709,991.75	2,489,948.00	4,199,939.75
Sub-Total EDUCATION AND GENERAL	9,562,177.81	3,280,192.68	12,842,370.49
MANDATORY TRANSFERS	239,072.60	0.00	239,072.60
Total EDUCATION AND GENERAL	9,801,250.41	3,280,192.68	13,081,443.09
AUXILIARY ENTERPRISES			
EXPENDITURES	1,646,252.94	48,189.64	1,694,442.58
MANDATORY TRANSFERS	-114,700.00	0.00	-114,700.00
Total AUXILIARY ENTERPRISES	1,531,552.94	48,189.64	1,579,742.58
Total EXPENDITURES AND MANDATORY TRANSFERS	11,332,803.35	3,328,382.32	14,661,185.67

MOREHEAD STATE UNIVERSITY

UNRESTRICTED CURRENT FUND REVENUES

For the Quarter Ended September 30, 1989



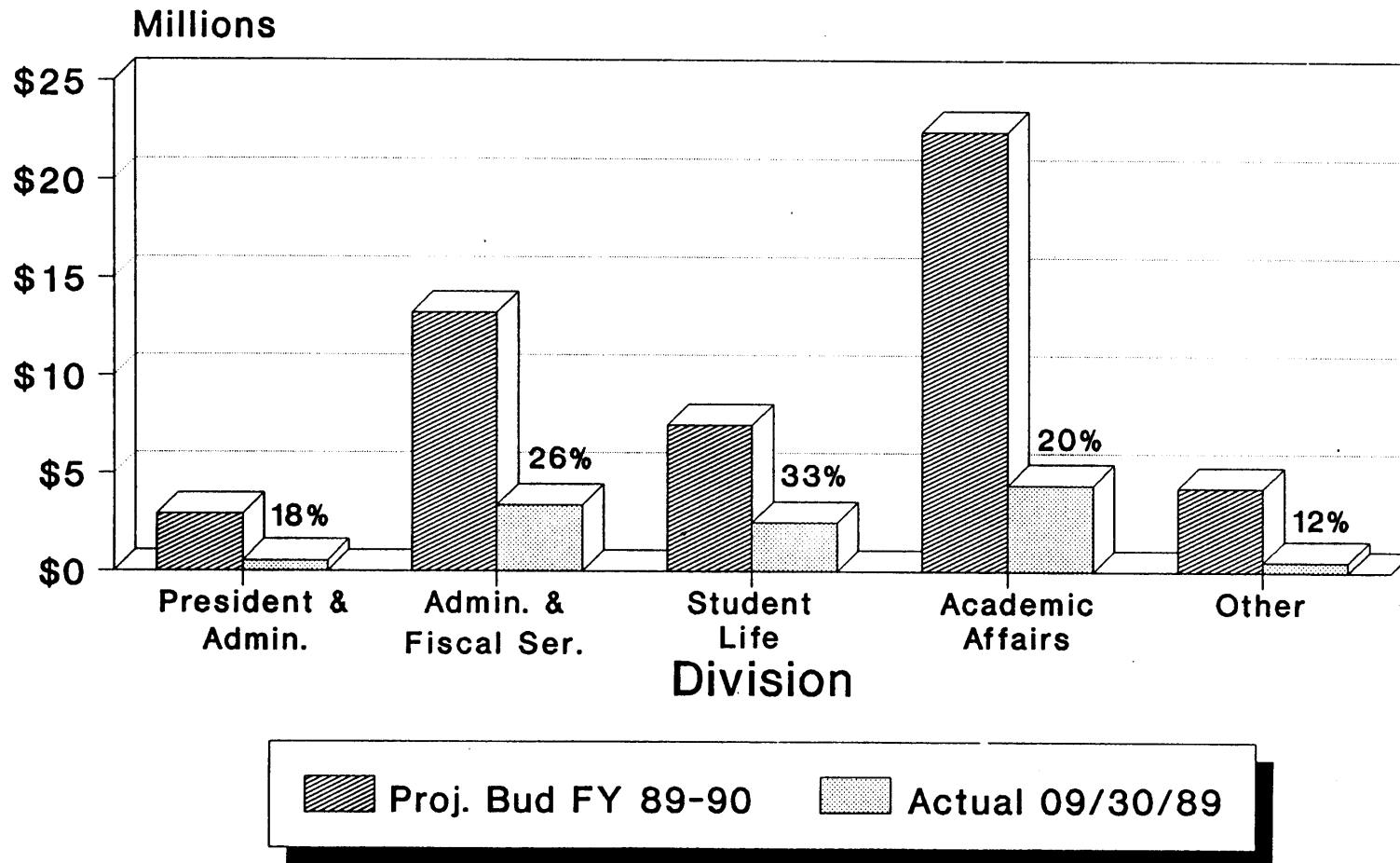
MOREHEAD STATE UNIVERSITY
FY 1989-90 REVENUES
FOR PERIOD 07/01/89 TO 9/30/89

DESCRIPTION	ORIGINAL BUDGET	ADJUSTMENTS	AMENDED BUDGET	PERCENT OF CHANGE	YEAR-TO-DATE 9/30/89	UNREALIZED REVENUES
TUITION AND FEES	\$10,986,700	\$130,000	\$11,116,700	1.2%	\$6,312,935	\$4,803,765
GOV'T APPROPRIATIONS	\$28,719,000	\$0	\$28,719,000	0.0%	\$5,743,800	\$22,975,200
PRIVATE GIFTS	\$100,000	\$0	\$100,000	0.0%	\$0	\$100,000
INDIRECT COST REIMB	\$150,000	\$0	\$150,000	0.0%	\$176	\$149,824
SALES AND SERVICES	\$759,950	\$14,701	\$774,651	1.9%	\$150,936	\$623,715
OTHER SOURCES	\$1,588,910	\$516,074	\$2,104,984	32.5%	\$241,880	\$1,863,104
AUXILIARY ENTERPRISES	\$7,149,027	\$286,000	\$7,435,027	4.0%	\$4,338,117	\$3,096,910
FISCAL YEAR TOTALS:	<u>\$49,453,587</u>	<u>\$946,775</u>	<u>\$50,400,362</u>	1.9%	<u>\$16,787,844</u>	<u>\$33,612,518</u>

MOREHEAD STATE UNIVERSITY

UNRESTRICTED CURRENT FUND EXPENDITURES

For the Quarter Ended September 30, 1989



MOREHEAD STATE UNIVERSITY
FY 1989-90 EXPENDITURE BUDGET
FOR PERIOD 07/01/89 TO 09/30/89

DESCRIPTION	ORIGINAL BUDGET	ADJUSTMENTS	AMENDED BUDGET	PERCENT OF CHANGE	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
<u>Division of President & Administr</u>							
BOARD OF REGENTS	\$6,509.00	\$0.00	\$6,509.00	0.0%	\$1,202.46	\$0.00	\$5,306.54
PRESIDENT	\$205,687.00	\$0.00	\$205,687.00	0.0%	\$45,184.19	\$30.00	\$160,472.81
SCHOOL RELATIONS	\$89,759.00	\$55.20	\$89,814.20	0.1%	\$19,814.46	\$1,866.72	\$68,133.02
Subtotal	\$295,446.00	\$55.20	\$295,501.20	0.0%	\$64,998.65	\$1,896.72	\$228,605.83
UNIV ADVANCEMENT	\$219,186.00	\$-14,000.00	\$205,186.00	-6.4%	\$63,470.03	\$3,777.45	\$137,938.52
ALUMNI RELATIONS	\$170,787.00	\$8,502.00	\$179,289.00	5.0%	\$52,918.48	\$10,690.49	\$115,680.03
DEVELOPMENT	\$158,569.00	\$0.00	\$158,569.00	0.0%	\$39,289.45	\$2,790.34	\$116,489.21
MEDIA RELATIONS	\$121,305.00	\$0.00	\$121,305.00	0.0%	\$29,568.90	\$1,038.47	\$90,697.63
PUBLICATIONS	\$62,594.00	\$0.00	\$62,594.00	0.0%	\$10,116.59	\$0.00	\$52,477.41
Subtotal	\$732,441.00	\$-5,498.00	\$726,943.00	-0.8%	\$195,363.45	\$18,296.75	\$513,282.80
ATHLETICS-DIRECTOR	\$229,739.00	\$2,991.75	\$232,730.75	1.3%	\$47,896.49	\$4,692.77	\$180,141.49
CHEERLEADERS	\$1,700.00	\$0.00	\$1,700.00	0.0%	\$0.00	\$0.00	\$1,700.00
TRAINER	\$108,395.00	\$1,275.00	\$109,670.00	1.2%	\$22,115.65	\$9,877.29	\$77,677.06
SPORTS INFO DIRECTOR	\$62,707.00	\$-100.00	\$62,607.00	-0.2%	\$14,225.75	\$1,552.02	\$46,829.23
BASEBALL-MENS	\$89,563.00	\$0.00	\$89,563.00	0.0%	\$16,639.97	\$2,097.65	\$70,825.38
BASKETBALL-MENS	\$330,468.00	\$-346.00	\$330,122.00	-0.1%	\$43,594.67	\$16,329.37	\$270,197.96
FOOTBALL-MENS	\$711,138.00	\$1,575.00	\$712,713.00	0.2%	\$97,561.87	\$32,739.99	\$582,411.14
GOLF-MENS	\$24,337.00	\$0.00	\$24,337.00	0.0%	\$2,106.14	\$1,552.00	\$20,678.86
SOCCER	\$12,739.00	\$-1,400.00	\$11,339.00	-11.0%	\$1,466.85	\$3,352.00	\$6,520.15
TENNIS-MENS	\$27,359.00	\$0.00	\$27,359.00	0.0%	\$1,109.80	\$415.00	\$25,834.20
SWIMMING	\$17,714.00	\$-1,100.00	\$16,614.00	-6.2%	\$1,362.56	\$2,520.30	\$12,731.14
CROSS COUNTRY	\$13,808.00	\$2,800.00	\$16,608.00	20.3%	\$1,786.24	\$4,467.90	\$10,353.86
BASKETBALL-WOMENS	\$145,038.00	\$627.00	\$145,665.00	0.4%	\$13,887.46	\$10,756.00	\$121,021.54
SOFTBALL-WOMENS	\$43,199.00	\$0.00	\$43,199.00	0.0%	\$508.00	\$22.77	\$42,668.23
TENNIS-WOMENS	\$25,873.00	\$0.00	\$25,873.00	0.0%	\$382.92	\$1,731.46	\$23,758.62
VOLLEYBALL-WOMENS	\$85,148.00	\$100.00	\$85,248.00	0.1%	\$6,683.16	\$4,530.30	\$74,034.54
Subtotal	\$1,928,925.00	\$6,422.75	\$1,935,347.75	0.3%	\$271,327.53	\$96,636.82	\$1,567,383.40
Total President & Administr	\$2,963,321.00	\$979.95	\$2,964,300.95	0.0%	\$532,892.09	\$116,830.29	\$2,314,578.57

11/07/89

MOREHEAD STATE CITY
FY 1989-90 EXPENDITURE BUDGET
FOR PERIOD 07/01/89 TO 09/30/89

PAGE: ---

DESCRIPTION	ORIGINAL BUDGET	ADJUSTMENTS	AMENDED BUDGET	PERCENT OF CHANGE	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
Division of Admin & Fiscal Svcs							
VP ADMIN-FISCAL SERV	\$136,141.00	\$1,020.40	\$137,161.40	0.7%	\$33,509.71	\$163.95	\$103,487.74
OFF/BUD & MAN INFO	\$151,553.00	\$0.00	\$151,553.00	0.0%	\$36,730.66	\$142.27	\$114,680.07
BUSINESS SERVICES	\$786,534.00	\$0.00	\$786,534.00	0.0%	\$208,796.32	\$95,075.92	\$482,661.76
STUDENT ID CARD UNIT	\$0.00	\$4,625.00	\$4,625.00	100.0%	\$685.03	\$55.00	\$3,884.97
INFORMATION TECH	\$590,696.00	\$-125,777.07	\$464,918.93	-21.3%	\$188,558.98	\$51,910.02	\$224,449.93
USER SERVICES	\$298,243.00	\$-127,502.47	\$170,740.53	-42.8%	\$33,535.01	\$12,462.57	\$124,742.95
ACAD COMPUTING-USER	\$0.00	\$252,664.54	\$252,664.54	100.0%	\$48,862.15	\$7,264.89	\$196,537.50
PERSONNEL SERVICES	\$276,786.00	\$-1,744.19	\$275,041.81	-0.6%	\$53,609.53	\$1,855.17	\$219,577.11
INTERNAL AUDITOR	\$45,852.00	\$0.00	\$45,852.00	0.0%	\$0.00	\$0.00	\$45,852.00
WMKY RADIO	\$282,937.00	\$8,340.00	\$291,277.00	2.9%	\$71,510.62	\$3,482.67	\$216,283.71
GEN SERVICES-ADMIN	\$64,316.00	\$2,880.00	\$67,196.00	4.5%	\$15,591.65	\$0.00	\$51,604.35
PUBLIC SAFETY	\$424,279.00	\$3,986.50	\$428,265.50	0.9%	\$89,637.80	\$5,504.57	\$333,123.13
INFO TECH- TECH SERV	\$348,462.00	\$0.00	\$348,462.00	0.0%	\$80,406.20	\$12,201.64	\$255,854.16
TELECOMMUNICATIONS	\$463,871.00	\$-114,252.50	\$349,618.50	-24.6%	\$79,414.12	\$13,574.90	\$256,629.48
PRINTING & POSTAL	\$324,141.00	\$0.00	\$324,141.00	0.0%	\$209,086.46	\$92,326.69	\$22,727.85
STAFF CONGRESS	\$5,000.00	\$4,218.00	\$9,218.00	84.4%	\$847.81	\$120.00	\$8,250.19
Subtotal	\$4,198,811.00	\$-91,541.79	\$4,107,269.21	-2.2%	\$1,150,782.05	\$296,140.26	\$2,660,346.90
PHYSICAL PLANT ADMIN	\$577,863.00	\$0.00	\$577,863.00	0.0%	\$103,636.72	\$49,712.81	\$424,513.47
UTILITIES - E & G	\$770,000.00	\$-1,020.40	\$768,979.60	-0.1%	\$136,235.85	\$0.00	\$632,743.75
POWER PLANT	\$537,158.00	\$0.00	\$537,158.00	0.0%	\$62,051.07	\$11,857.83	\$463,249.10
BLD MAINT-MECHANICAL	\$287,503.00	\$3,650.00	\$291,153.00	1.3%	\$52,886.13	\$6,058.72	\$232,208.15
BLDG MAINT-CARPENTRY	\$430,701.00	\$0.00	\$430,701.00	0.0%	\$112,218.97	\$4,295.97	\$314,186.06
LAND & GROUNDS MAINT	\$191,919.00	\$0.00	\$191,919.00	0.0%	\$36,544.67	\$298.59	\$155,075.74
GEN SERVICES-PLANT	\$201,332.00	\$0.00	\$201,332.00	0.0%	\$46,654.47	\$0.00	\$154,677.53
CUSTODIAL SERVICES	\$810,905.00	\$0.00	\$810,905.00	0.0%	\$173,614.79	\$1,238.70	\$636,051.51
PEST CONTROL	\$23,516.00	\$0.00	\$23,516.00	0.0%	\$4,612.54	\$0.00	\$18,903.46
WAREHOUSE	\$25,420.00	\$0.00	\$25,420.00	0.0%	\$-21,071.20	\$62,356.95	\$-15,865.75
FACILITY REMODELING	\$306,000.00	\$85,647.69	\$391,647.69	28.0%	\$34,082.90	\$23,728.42	\$333,836.37
MOTOR POOL	\$288,436.00	\$7,120.00	\$295,556.00	2.5%	\$57,581.29	\$17,105.84	\$220,868.87
UPHOLSTERY SHOP	\$39,982.00	\$0.00	\$39,982.00	0.0%	\$9,267.46	\$240.00	\$30,474.54
PREVENTATIVE MAINTEN	\$332,179.00	\$0.00	\$332,179.00	0.0%	\$58,018.56	\$6,348.68	\$267,811.76
OCCU SAFETY & HEALTH	\$75,198.00	\$14,425.00	\$89,623.00	19.2%	\$18,360.58	\$6,978.75	\$64,283.67
Subtotal	\$4,898,112.00	\$109,822.29	\$5,007,934.29	2.2%	\$884,694.80	\$190,221.26	\$3,933,018.23
CABLE TV	\$99,765.00	\$-70.50	\$99,694.50	-0.1%	\$8,258.87	\$2,483.16	\$88,952.47
RES HALL-TELEPHONE	\$213,260.00	\$-143,260.00	\$70,000.00	-67.2%	\$11,184.58	\$0.00	\$58,815.42
STUDENT FAMILY HOUSI	\$104,140.00	\$0.00	\$104,140.00	0.0%	\$15,958.47	\$2,056.00	\$86,125.53
RES HALL-O&M	\$785,550.00	\$34,994.00	\$820,544.00	4.5%	\$165,637.44	\$19,727.96	\$635,178.60
UNIV CTR - O&M	\$60,000.00	\$0.00	\$60,000.00	0.0%	\$9,620.09	\$0.00	\$50,379.91
LAUNDRY	\$42,348.00	\$0.00	\$42,348.00	0.0%	\$7,998.89	\$18,809.62	\$15,539.49
FOOD SERVICES	\$0.00	\$238,000.00	\$238,000.00	100.0%	\$34,551.34	\$6,685.98	\$196,762.68
UNIVERSITY STORE	\$1,958,187.00	\$0.00	\$1,958,187.00	0.0%	\$988,044.13	\$1,596.40	\$968,546.47
GOLF COURSE	\$136,309.00	\$0.00	\$136,309.00	0.0%	\$26,077.88	\$0.00	\$110,231.12
FAC/STAFF HOUSING	\$80,800.00	\$3,987.50	\$84,787.50	4.9%	\$5,549.20	\$7,987.50	\$71,250.80
STOREROOM/CONCESSION	\$234,730.00	\$0.00	\$234,730.00	0.0%	\$45,976.59	\$1,738.75	\$187,014.66

11/07/89

MOREHEAD STATE UNIVERSITY
FY 1989-90 EXPENDITURE BUDGET
FOR PERIOD 07/01/89 TO 09/30/89

PAGE: 003

DESCRIPTION	ORIGINAL BUDGET	ADJUSTMENTS	AMENDED BUDGET	PERCENT OF CHANGE	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
AUX FACILITY REMODEL	\$235,000.00	\$13,787.50	\$248,787.50	5.9%	\$15,678.53	\$0.00	\$233,108.97
Subtotal	\$3,950,089.00	\$147,438.50	\$4,097,527.50	3.7%	\$1,334,536.01	\$61,085.37	\$2,701,906.12
Total Admin & Fiscal Svcs	\$13,047,012.00	\$165,719.00	\$13,212,731.00	1.3%	\$3,370,012.86	\$547,446.89	\$9,295,271.25

11/07/89

MOREHEAD STATE CITY
FY 1989-90 EXPENDITURE BUDGET
FOR PERIOD 07/01/89 TO 09/30/89

PAGE

DESCRIPTION	ORIGINAL BUDGET	ADJUSTMENTS	AMENDED BUDGET	PERCENT OF CHANGE	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
VP STUDENT LIFE	\$165,771.00	\$3,211.45	\$168,982.45	1.9%	\$43,201.50	\$2,025.19	\$123,755.76
CAREER PLAN & PLACE	\$66,410.00	\$0.00	\$66,410.00	0.0%	\$15,637.68	\$731.70	\$50,040.62
UNIV COUNS & HLTH SV	\$389,690.00	\$-8,334.85	\$381,355.15	-2.1%	\$90,524.91	\$95,489.36	\$195,340.88
FINANCIAL AID	\$174,859.00	\$13,424.40	\$188,283.40	7.7%	\$55,929.39	\$2,640.62	\$129,713.39
GRANTS-SCHOLARSHIPS	\$2,817,992.00	\$0.00	\$2,817,992.00	0.0%	\$1,709,991.75	\$0.00	\$1,108,000.25
STUDENT SUPPORT SRV	\$155,495.00	\$0.00	\$155,495.00	0.0%	\$73,252.94	\$1,391.48	\$80,850.58
CHEERLEADERS-STU DEV	\$9,970.00	\$0.00	\$9,970.00	0.0%	\$2,577.06	\$6,192.50	\$1,200.44
UNIV CTR & STU ACT	\$448,881.00	\$17,843.45	\$466,724.45	4.0%	\$171,595.65	\$1,943.31	\$293,185.49
ADMISSIONS	\$511,432.00	\$9,622.00	\$521,054.00	1.9%	\$74,862.73	\$10,572.00	\$435,619.27
MINORITY AFFAIRS	\$114,572.00	\$0.00	\$114,572.00	0.0%	\$21,899.31	\$1,355.96	\$91,316.73
UNIV ENROLL SERVICES	\$91,792.00	\$0.00	\$91,792.00	0.0%	\$22,487.65	\$1,277.14	\$68,027.21
Subtotal	\$4,946,864.00	\$35,766.45	\$4,982,630.45	0.7%	\$2,281,960.57	\$123,619.26	\$2,577,050.62
STUDENT HOUSING	\$601,138.00	\$-4,886.50	\$596,251.50	-0.8%	\$142,948.81	\$20,867.25	\$432,435.44
UNIV CTR - CUSTODIAL	\$80,412.00	\$0.00	\$80,412.00	0.0%	\$15,808.63	\$2,016.26	\$62,587.11
RES HALL - CUSTODIAL	\$526,492.00	\$23,345.00	\$549,837.00	4.4%	\$149,985.37	\$10,759.51	\$389,092.12
RECREATION ROOM	\$29,000.00	\$-499.20	\$28,500.80	-1.7%	\$2,974.12	\$0.00	\$25,526.68
AUX DEBT SERVICE	\$1,246,910.00	\$0.00	\$1,246,910.00	0.0%	\$-114,700.00	\$0.00	\$1,361,610.00
Subtotal	\$2,483,952.00	\$17,959.30	\$2,501,911.30	0.7%	\$197,016.93	\$33,643.02	\$2,271,251.35
Total Student Development	\$7,430,816.00	\$53,725.75	\$7,484,541.75	0.7%	\$2,478,977.50	\$157,262.28	\$4,848,301.97

MOREHEAD STATE UNIVERSITY
FY 1989-90 EXPENDITURE BUDGET
FOR PERIOD 07/01/89 TO 09/30/89

DESCRIPTION	ORIGINAL BUDGET	ADJUSTMENTS	AMENDED BUDGET	PERCENT OF CHANGE	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
<u>Division of Acadmic Affairs</u>							
VP ACADEMIC AFFAIRS	\$184,501.00	\$22,541.00	\$207,042.00	12.2%	\$50,262.29	\$2,542.80	\$154,236.91
PLANNING & INST RES	\$124,705.00	\$2,993.00	\$127,698.00	2.4%	\$31,501.27	\$2,266.94	\$93,929.79
LIBRARY-INSTR MEDIA	\$1,518,125.00	\$4,725.00	\$1,522,850.00	0.3%	\$509,883.86	\$19,612.46	\$993,353.68
FACULTY/STAFF DEV	\$123,100.00	\$-52,186.00	\$70,914.00	-42.4%	\$968.56	\$1,576.00	\$68,369.44
FACULTY SENATE	\$12,874.00	\$550.00	\$13,424.00	4.3%	\$2,206.02	\$321.96	\$10,896.02
UNDIST INSTRUC SUPPO	\$370,425.00	\$-94,608.00	\$275,817.00	-25.5%	\$1,917.61	\$43.08	\$273,856.31
Subtotal	\$2,333,730.00	\$-115,985.00	\$2,217,745.00	-5.0%	\$596,739.61	\$26,363.24	\$1,594,642.15
GRAD-SPEC ACAD,DEAN	\$476,354.00	\$-137,511.00	\$338,843.00	-28.9%	\$49,603.25	\$400.52	\$288,839.23
HONORS PROGRAM	\$9,710.00	\$0.00	\$9,710.00	0.0%	\$2,951.45	\$1,079.20	\$5,679.35
FACULTY RESEARCH	\$80,000.00	\$4,996.19	\$84,996.19	6.2%	\$1,158.54	\$1,295.40	\$82,542.25
INDIRECT COST REBATE	\$10,000.00	\$0.00	\$10,000.00	0.0%	\$0.00	\$0.00	\$10,000.00
REGIONAL CAMPUS	\$329,819.00	\$-810.20	\$329,008.80	-0.2%	\$4,163.79	\$24,625.00	\$300,220.01
SUMMER SESSIONS	\$737,000.00	\$-408,610.00	\$328,390.00	-55.4%	\$0.00	\$0.00	\$328,390.00
FACULTY RECRUITING	\$0.00	\$3,515.25	\$3,515.25	100.0%	\$3,353.37	\$0.00	\$161.88
MSU-ASHLAND CENTER	\$76,384.00	\$0.00	\$76,384.00	0.0%	\$16,696.62	\$0.00	\$59,687.38
MSU-MORGAN CO. CTR	\$52,439.00	\$0.00	\$52,439.00	0.0%	\$19,366.83	\$347.00	\$32,725.17
OFF CAMPUS LEASES	\$76,593.00	\$0.00	\$76,593.00	0.0%	\$0.00	\$0.00	\$76,593.00
Subtotal	\$1,848,299.00	\$-538,419.76	\$1,309,879.24	-29.1%	\$97,293.85	\$27,747.12	\$1,184,838.27
COLL ARTS & SCI,DEAN	\$209,320.00	\$200,494.00	\$409,814.00	95.8%	\$60,490.12	\$9,853.23	\$339,470.65
ACADEMY OF ARTS	\$91,325.00	\$2,168.00	\$93,493.00	2.4%	\$27,273.50	\$1,106.50	\$65,113.00
ART	\$463,453.00	\$55,394.00	\$518,847.00	12.0%	\$116,108.55	\$6,988.45	\$395,750.00
ART GALLERY	\$7,400.00	\$0.00	\$7,400.00	0.0%	\$583.60	\$177.00	\$6,639.40
BIOLOGICAL & ENV SCI	\$674,489.00	\$11,761.00	\$686,250.00	1.7%	\$132,564.30	\$16,295.19	\$537,390.51
WATER ANALYSIS LAB	\$39,381.00	\$0.00	\$39,381.00	0.0%	\$10,885.63	\$1,257.16	\$27,238.21
COMMUNICATIONS	\$848,955.00	\$92,556.00	\$941,511.00	10.9%	\$190,035.21	\$13,137.30	\$738,338.49
STUDENT PUBLICATIONS	\$90,260.00	\$0.00	\$90,260.00	0.0%	\$7,690.24	\$569.79	\$81,999.97
TV PRODUCTION	\$123,084.00	\$14,349.20	\$137,433.20	11.7%	\$29,534.73	\$24,177.02	\$83,721.45
ENG, FOR LANG & PHIL	\$1,426,802.00	\$150,007.50	\$1,576,809.50	10.5%	\$284,889.66	\$994.00	\$1,290,925.84
GEO, GOVT & HISTORY	\$696,268.00	\$65,694.00	\$761,962.00	9.4%	\$160,742.51	\$1,796.73	\$599,422.76
MATHEMATICS	\$621,272.00	\$43,870.50	\$665,142.50	7.1%	\$135,093.21	\$1,116.61	\$528,932.68
MUSIC	\$1,089,007.00	\$36,323.20	\$1,125,330.20	3.3%	\$219,690.44	\$9,776.35	\$895,863.41
PHYSICAL SCIENCES	\$670,430.00	\$-16,303.00	\$654,127.00	-2.4%	\$122,114.04	\$21,169.32	\$510,843.64
FOLK ART MARKETING	\$39,371.00	\$14,500.00	\$53,871.00	36.8%	\$27,321.56	\$77.96	\$26,471.48
Subtotal	\$7,090,817.00	\$670,814.40	\$7,761,631.40	9.5%	\$1,525,017.30	\$108,492.61	\$6,128,121.49
COL PROF STUDY,DEAN	\$224,010.00	\$96,300.00	\$320,310.00	43.0%	\$41,676.82	\$14,244.89	\$264,388.29
SCH OF BUS/ASSOC DN	\$167,297.00	\$34,205.30	\$201,502.30	20.4%	\$90,536.49	\$3,648.32	\$107,317.49
ACCOUNTING & ECON	\$622,999.00	\$19,959.00	\$642,958.00	3.2%	\$121,738.41	\$947.60	\$520,271.99
INFORMATION SCIENCES	\$551,791.00	\$12,366.20	\$564,157.20	2.2%	\$77,662.33	\$660.34	\$485,834.53
MNGT & MARKETING	\$447,398.00	\$20,329.12	\$467,727.12	4.5%	\$78,781.38	\$5.75	\$388,939.99
SCH OF EDUC/ASSOC DN	\$173,419.00	\$-136,236.50	\$37,182.50	-78.6%	\$9,821.60	\$0.00	\$27,360.90
EDUCATIONAL SERVICES	\$219,606.00	\$135,313.00	\$354,919.00	61.6%	\$43,990.65	\$2,701.31	\$308,227.04
ELEMENTARY EDUCATION	\$951,153.00	\$62,012.40	\$1,013,165.40	6.5%	\$228,283.76	\$3,019.47	\$781,862.17
LEADER & SECONDARY	\$786,156.00	\$52,003.74	\$838,159.74	6.6%	\$188,188.76	\$4,798.28	\$645,172.70

CITY
 MOREHEAD STATE
 FY 1989-90 EXPENDITURE BUDGET
 FOR PERIOD 07/01/89 TO 09/30/89

DESCRIPTION	ORIGINAL BUDGET	ADJUSTMENTS	AMENDED BUDGET	PERCENT OF CHANGE	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
CHILD DEVELOPMENT	\$50,514.00	\$0.00	\$50,514.00	0.0%	\$7,944.63	\$267.60	\$42,301.77
IN SERVICE TEACH ED	\$57,147.00	\$23,689.00	\$80,836.00	41.5%	\$14,490.51	\$256.62	\$66,088.87
HPER	\$718,642.00	\$62,665.50	\$781,307.50	8.7%	\$165,084.30	\$3,218.39	\$613,004.81
MILITARY SCIENCE	\$26,344.00	\$1,450.00	\$27,794.00	5.5%	\$5,492.99	\$1,270.28	\$21,030.73
PSYCHOLOGY	\$483,781.00	\$46,136.98	\$529,917.98	9.5%	\$116,127.41	\$3,193.84	\$410,596.73
SOCIOLOGY	\$633,875.00	\$29,203.00	\$663,078.00	4.6%	\$131,980.39	\$2,339.52	\$528,758.09
INTERNATIONAL EDUC	\$17,560.00	\$0.00	\$17,560.00	0.0%	\$3,664.58	\$78.72	\$13,816.70
Subtotal	\$6,131,692.00	\$459,396.74	\$6,591,088.74	7.5%	\$1,325,465.01	\$40,650.93	\$5,224,972.80
COLLEGE A S & T, DEAN	\$172,747.00	\$140,841.73	\$313,588.73	81.5%	\$37,173.41	\$11,879.64	\$264,535.68
UNIVERSITY FARM	\$319,272.00	\$25,000.00	\$344,272.00	7.8%	\$47,802.35	\$27,897.95	\$268,571.70
BREEDING PROGRAM	\$26,163.00	\$0.00	\$26,163.00	0.0%	\$4,313.30	\$870.00	\$20,979.70
AGRICULTURE	\$475,074.00	\$-17,622.00	\$457,452.00	-3.7%	\$119,836.46	\$2,232.41	\$335,383.13
VET TECH PROGRAM	\$228,149.00	\$446.27	\$228,595.27	0.2%	\$52,499.47	\$4,678.12	\$171,417.68
HOME ECONOMICS	\$367,077.00	\$0.00	\$367,077.00	0.0%	\$63,421.22	\$3,083.01	\$300,572.77
INDUSTRIAL ED & TECH	\$729,342.00	\$13,570.69	\$742,912.69	1.9%	\$155,888.88	\$9,604.93	\$577,418.88
NURSING-ALLIED HLTH	\$627,506.00	\$2,561.96	\$630,067.96	0.4%	\$119,305.71	\$4,283.38	\$506,478.87
RAD TECH PROGRAM	\$104,928.00	\$30,594.04	\$135,522.04	29.2%	\$20,785.08	\$2,621.80	\$112,115.16
Subtotal	\$3,050,258.00	\$195,392.69	\$3,245,650.69	6.4%	\$621,025.88	\$67,151.24	\$2,557,473.57
DEAN/UG PROGRAM	\$167,380.00	\$1,171.60	\$168,551.60	0.7%	\$4,751.89	\$0.00	\$163,799.71
TESTING CENTER	\$79,204.00	\$1,575.00	\$80,779.00	2.0%	\$18,223.58	\$325.62	\$62,229.80
REGISTRAR	\$236,090.00	\$1,318.00	\$237,408.00	0.6%	\$59,071.95	\$700.99	\$177,635.06
EXTENDED CAMPUS	\$176,652.00	\$0.00	\$176,652.00	0.0%	\$40,427.86	\$705.79	\$135,518.35
RESEARCH, GRANTS-CONT	\$181,130.00	\$1,575.00	\$182,705.00	0.9%	\$48,116.76	\$1,379.47	\$133,208.77
ACADEMIC SERV. CTR.	\$283,711.00	\$7,622.40	\$291,333.40	2.7%	\$69,152.19	\$1,361.83	\$220,819.38
REGIONAL DEV. SERV.	\$161,039.00	\$9,393.00	\$170,432.00	5.8%	\$29,565.00	\$4,107.81	\$136,759.19
AREA HLTH ED SYSTEM	\$20,640.00	\$0.00	\$20,640.00	0.0%	\$0.00	\$0.00	\$20,640.00
Subtotal	\$1,305,846.00	\$22,655.00	\$1,328,501.00	1.7%	\$269,309.23	\$8,581.51	\$1,050,610.26
Total Acadmic Affairs	\$21,760,642.00	\$693,854.07	\$22,454,496.07	3.2%	\$4,434,850.88	\$278,986.65	\$17,740,658.54

MOREHEAD STATE UNIVERSITY
FY 1989-90 EXPENDITURE BUDGET
FOR PERIOD 07/01/89 TO 09/30/89

DESCRIPTION	ORIGINAL BUDGET	ADJUSTMENTS	AMENDED BUDGET	PERCENT OF CHANGE	EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE
<u>Other</u>							
UNDIS INST SUPPORT	\$169,200.00	\$0.00	\$169,200.00	0.0%	\$68,954.95	\$30,000.00	\$70,245.05
UNDIS PUBLIC SERVICE	\$17,077.00	\$0.00	\$17,077.00	0.0%	\$0.00	\$0.00	\$17,077.00
OTHER TRANSFERS	\$801,555.00	\$32,496.32	\$834,051.32	4.1%	\$-260,464.45	\$0.00	\$1,094,515.77
FAC/STAFF BENEFITS	\$429,788.00	\$0.00	\$429,788.00	0.0%	\$208,042.47	\$0.00	\$221,745.53
E & G DEBT SERVICE	\$2,562,094.00	\$0.00	\$2,562,094.00	0.0%	\$433,955.05	\$0.00	\$2,128,138.95
MATCHING FUNDS, PLT	\$272,082.00	\$0.00	\$272,082.00	0.0%	\$65,582.00	\$0.00	\$206,500.00
Subtotal	\$4,251,796.00	\$32,496.32	\$4,284,292.32	0.8%	\$516,070.02	\$30,000.00	\$3,738,222.30
Total Other	\$4,251,796.00	\$32,496.32	\$4,284,292.32	0.8%	\$516,070.02	\$30,000.00	\$3,738,222.30
FISCAL YEAR TOTALS:	\$49,453,587.00	\$946,775.09	\$50,400,362.09	1.9%	\$11,332,803.35	\$1,130,526.11	\$37,937,032.63

Morehead State University
Major Internal Transfers
For the Period 7/01/89 – 9/30/89

<u><i>From</i></u>	<u><i>To</i></u>	<u><i>Amount</i></u>	<u><i>Date</i></u>	<u><i>Purpose</i></u>
Summer Sessions and Faculty/Staff Development	English, Foreign Language, & Philosophy	\$37,683	7/01/89	To fund an international faculty position
School of Education/ Assoc Dean	Educational Services	\$77,000	7/18/89	Allocate Funds for student teaching & Clinical/Field Exp.
Agriculture	University Farm	\$25,000	7/21/89	Transfer of Supply Funds
Fund Balance Non-Recurring	Facility Remodeling	\$27,935	7/25/89	Facility remodeling-Animal care & Use Facilities
Summer Sessions	Various Academic Departments	\$394,402	7/25/89	Allocation of Funding for Summer II Instructors
Rebudgeted Fund Balance	Various Units	\$173,650	8/10/89	Fund Purchase Orders & Commitments Outstanding at Year End
Undistributed Instructional Support	Various Academic Departments	\$56,350	8/30/89	Allocation of Funding for Adjunct Instructors

Morehead State University
Major Internal Transfers
For the Period 7/01/89 – 9/30/89

<u>From</u>	<u>To</u>	<u>Amount</u>	<u>Date</u>	<u>Purpose</u>
Information Technology/ User Services	Academic Computing	\$223,891	9/11/89	Funds reallocated to Academic Computing
Telephone System Debt Service	Fund Balance Non-Recurring	\$269,420	9/13/89	Transfer Funds to University Contingencies
Graduate & Extended Campus Programs	Various Departments	\$145,425	9/13/89	Graduate Assistants Allocations
Rebudgeted Fund Balance, Fund Balance Non-Recurring, Revenue Growth	College of A S & T	\$140,000	9/13/89	Equipment
	College of Arts & Sciences	\$230,000		
	College of Professional Studies	\$125,000		
	Vice President of Acad. Affairs	\$31,000		
		<u>\$526,000</u>		
Fund Balance Non-Recurring	Educational Services	\$25,000	9/29/89	Minority Teacher Preparation Project

**MOREHEAD STATE UNIVERSITY
CAPITAL OUTLAY REPORT
FOR PERIOD 07/01/89 TO 09/30/89**

	<u>AMOUNT</u>	<u>DATE</u>	<u>STATUS</u>
I EQUIPMENT PURCHASES GREATER THAN \$25,000			
NONE IN THIRD QUARTER			
II CAPITAL CONSTRUCTION GREATER THAN \$50,000			
Cooper Hall Doors	\$55,000	07/24/89	In Process
Elevator Repairs	\$60,000	07/24/89	In Process
Fire Safety Projects	\$55,000	07/24/89	In Process

**AMENDED 1990-92 CAPITAL CONSTRUCTION
AND EQUIPMENT BUDGET REQUEST**

Background

On June 23, 1989, the Board approved the University's 1990-92 Capital Construction and Equipment Budget Request totalling \$62,512,900. The Board further directed that subsequent amendments to the capital request resulting from the review process be presented to the Board for ratification. The capital request was submitted to the Council on Higher Education on July 1, and has since been reviewed by Council staff and the State Division of Facilities Management in preparation for consideration by the Council. The review process leading up to the Council's capital funding recommendations on November 6 provides an opportunity for Council staff to gather additional information as needed and to work with University officials in finalizing capital requests for presentation to the Council. Based on Council staff recommendations and subsequent review by University officials, changes have been made to the original capital request approved by the Board on June 23rd.

The Council met on November 6 to make recommendations on all of higher education's capital budget requests. A report of capital construction projects and equipment requests approved by the Council is presented in this Board agenda as a Report from the Division of Administrative and Fiscal Services.

As noted in the June 23rd Board agenda, the University's capital request is subject to further review by the Governor's staff and various legislative committees prior to finalization of the Commonwealth's biennial capital budget plan in late March or early April 1990.

Analysis

The amended capital request, as presented to the Council for approval on November 6, totals **\$67,549,800**. A summary of project and fund source as originally approved by the Board, and as amended in the review process, is presented below:

<u>Project Type</u>	<u>Original Request</u>	<u>Amended Request</u>
Renovation	\$19,992,000	\$20,198,000
Maintenance	\$12,600,900	\$12,094,900
New Construction	\$22,500,000	\$27,175,000
Land Acquisition	\$750,000	\$750,000
Equipment	\$6,670,000	\$7,331,900
Total Request	<u>\$62,512,900</u>	<u>\$67,549,800</u>

Source of Funds Recommended

State General Fund	\$38,294,000	\$43,594,000
State Bonds	\$3,500,000	\$3,500,000
Agency Bonds	\$15,798,900	\$14,698,900
Agency Funds	\$4,920,000	\$5,756,900
Total Recommendations	<u>\$62,512,900</u>	<u>\$67,549,800</u>

A comparison by project of the University's original capital request to the amended capital request is presented on the following page. The University's priorities remain unchanged; rather, the primary emphasis of the revisions was to refine the scope of several projects and reevaluate projected costs based on additional information gathered in the review process. Also, items number 26 and 27, an antenna and remote broadcast tower for WMKY radio station, have been added.

MOREHEAD STATE UNIVERSITY
1990-92
Comparison of Original and Amended
Capital Construction & Equipment Request
November 17, 1989

Project Title	Original Request	Increase (Decrease)	Amended Request	Requested Fund Source	
				Original	Amended
1 Completion of Utility/Elec. Dist. Sys. Renovation (Phase 2)	\$5,898,000	\$0	\$5,898,000	State General Fund	State General Fund
2 Instruction & Instructional Support Equipment	\$3,500,000	\$0	3,500,000	State Bonds	State Bonds
3 Lappin Hall Renovation	\$4,700,000	\$300,000	5,000,000	State General Fund or Federal Loan	State General Fund
4 Student Housing *	\$6,000,000	\$2,000,000	8,000,000	Agency Bonds or Private Funds	Agency Bonds or Private Funds
Mays Hall Renovation **	\$3,100,000	(\$3,100,000)	--	Agency Bonds	
5 Academic and Admin. Facility Improvements	\$3,520,000	\$0	3,520,000	State General Fund	State General Fund
6 Housing System Improvements	\$6,698,900	\$0	6,698,900	Agency Bonds	Agency Bonds
7 Breckinridge Hall Renovation	\$5,000,000	\$700,000	5,700,000	State General Fund	State General Fund
8 Heating Plant Improvements	\$616,000	\$0	616,000	State General Fund	State General Fund
9 Veterinary Technology Building Expansion	\$300,000	\$0	300,000	State General Fund	State General Fund
10 New Academic Classroom & Faculty Office Building	\$6,000,000	\$2,400,000	8,400,000	State General Fund	State General Fund
11 Combs Hall Renovation	\$994,000	\$0	994,000	State General Fund	State General Fund
12 Campus Telecommunication/Data Networking Project	\$2,700,000	\$600,000	3,300,000	Agency Funds	Agency Funds
13 Camden-Carroll Library Expansion	\$2,500,000	\$100,000	2,600,000	State General Fund	State General Fund
14 Asbestos Abatement Projects	\$600,000	\$0	600,000	State General Fund	State General Fund
15 Fire Safety Projects	\$506,000	\$0	506,000	State General Fund	State General Fund
16 Handicapped Accessibility Projects	\$360,000	\$0	360,000	State General Fund	State General Fund
17 Adron Doran University Center Extension and Parking Complex	\$5,200,000	\$1,800,000	7,000,000	State General Fund and Agency Bonds	State General Fund
18 Warehouse/Storage Facility	\$700,000	\$0	700,000	Agency Funds	Agency Funds
19 Land Acquisitions	\$750,000	\$0	750,000	Agency Funds	Agency Funds
20 Wetherby Gymnasium Renovation	\$300,000	\$0	300,000	Agency Funds	Agency Funds
21 Button Hall Exterior Repair	\$300,000	\$0	300,000	State General Fund	State General Fund
22 Conversion of Boilers for Wood Waste	\$1,800,000	\$0	1,800,000	State GF and/or Private or Federal Funds	State General Fund
23 Administrative Computer Equipment	\$200,000	\$0	200,000	Agency Funds	Agency Funds
24 Two Color Printing Press	\$180,000	\$0	180,000	Agency Funds	Agency Funds
25 Bulldozer/Loader	\$90,000	\$0	90,000	Agency Funds	Agency Funds
26 WMKY Antenna Upgrade Broadcast Antenna	--	\$61,900	\$61,900	--	Agency Funds
27 Remote Broadcast Tower and Antenna	--	\$175,000	\$175,000	--	Agency Funds
Total	\$62,512,900	\$5,036,900	\$67,549,800		

* Previously titled "Fraternity and Sorority Housing Complex"

** Combined with Item #4 in amended request as "Student Housing"

Recommendation

That the Board of Regents ratify the amended 1990-92 Capital Construction and Equipment Budget Request totalling **\$67,549,800.**

November 17, 1989

**AUTHORIZATION TO SEEK REQUEST FOR PROPOSALS (RFP's)
FOR THE CONTRACT MANAGEMENT OF THE UNIVERSITY GOLF COURSE**

Background

Morehead State University owns and operates a nine-hole public golf course. The golf course is situated on approximately thirty-five acres of land on U.S. 60 East, approximately three miles from the main campus. A pro shop, club house, and cart barn are the primary structural facilities on the property. In addition to being a public fee-paying golf course, the course is also used for match play by the Morehead State University golf team; credit courses offered through the Department of Health, Physical Education, and Recreation; and extensive University fund-raising and public service activities. Approximately 13,600 rounds of golf are played annually at the facility. Fees are not assessed for University fund-raising events, golf team play, classes, summer camps, and use by local high school golf teams. Revenue foregone as a result of the fee waiver activities is approximately \$20,000 to \$25,000 annually.

The course is operated as an auxiliary enterprise within the Division of Administrative and Fiscal Services. Revenues generated from green fees, cart rentals and soft good sales help offset operating expenses.

MSU faculty, staff, and students are a primary user of the facility. The course is the only golf course in Rowan County. Public courses closest to the MSU course are at Winchester and Carter Caves State Park. The MSU golf course enjoys strong support from local golfers. Some local golfers support the course by being members of the Morehead Golf Club. The Club is an independent organization whose membership consists of local business people, community leaders, and University faculty and staff. The Morehead Golf Club has contributed significantly to the development of the club house and course and engages in numerous activities to support their organization and the golf course.

An interest has been recently expressed to lease the course. The recent activity and publicity surrounding the possible development of an 18-hole public golf course in Rowan County may have spurred the renewed local interest in the management of the course via contract leasing.

Fiscal Information

The University provides the course with a manager, an assistant manager, and two grounds personnel. Salaries and fringe benefits costs for the fiscal year ending June 30, 1989, were \$60,800. In addition to the four full-time personnel, seasonal employees, usually students, are employed to assist in the operation, maintenance, and upkeep of the course.

Average annual revenue from the course the past three years has been \$102,000. Revenues in 1988-89 were \$95,400.

Average annual operating expense, including the cost of goods sold the past three years, has been \$132,000. Expenses in 1988-89 were \$154,000. The difference in income to expenses in 1988-89 was abnormal due to the University's liquidations of a considerable accumulation of soft goods inventory. Liquidation of the inventory at prices sometimes less than original cost increased the cost of sales by 43 percent over the prior year.

In addition to the expenses in 1988-89, the University also began a planned replacement program of golf carts. Ten carts were purchased last year totalling \$30,850.

Though the grounds personnel assigned to the golf course provide most of the day-to-day grounds upkeep and maintenance, the University's physical plant also provides major maintenance support to the facilities and the course when necessary. Physical Plant support normally consists of cart bridge repairs and replacements, and parking lot and building maintenance. Physical Plant expenses are not reflected as part of the above referenced operating expenses of the golf course.

Analysis

The University may be able to reduce its operating support to the golf course by leasing the course for private management. The University would develop a Request For Proposal (RFP), advertise for proposals, evaluate, and select the best proposal. The process used would be similar to that used in the selection of a food service contractor. Under the private management concept, the University would ensure, through its RFP and contract, (1) that MSU students, faculty and staff would continue to receive preferential green fee and cart rental rates; (2) that the University would continue to have access to the course for fund-raising and public service activities; (3) that the course would continue to be used by the MSU Golf Team, and

the Department of Health, Physical Education and Recreation for their credit activities; and (4) that the Morehead Golf Club would continue to enjoy the privileges of the University's golf facilities.

It is anticipated that the Chairman of the Board will appoint a subcommittee to work with the administration in the analysis of the proposals received, similar to the process followed in awarding the food service contract.

Recommendation

That the Board of Regents authorize the solicitation of proposals for the contract management of the golf course beginning July 1, 1990; that the proposals be evaluated to determine the feasibility and financial advantages of contract management; that a contract be negotiated if a proposal is obtained that is advantageous to the University; and that the final contract be presented to the Board of Regents for approval or ratification.

**UNIVERSITY GOLF COURSE
SCHEDULE OF OPERATIONS
FOR YEARS ENDED JUNE 30, 1989
AND JUNE 30, 1988**

	<u>1988</u>	<u>% OF SALES</u>	<u>1989</u>	<u>% OF SALES</u>
SALES	\$107,394	100.00%	\$95,413	100.00%
COST OF SALES	\$51,158	47.64%	\$73,341	76.87%
GROSS PROFIT	\$56,236	52.36%	\$22,072	23.13%
EXPENSES				
SALARIES & WAGES	\$45,310	42.19%	\$50,280	52.70%
FRINGE BENEFITS	\$8,215	7.65%	\$10,531	11.04%
TRAVEL	\$0	0.00%	\$11	0.01%
SUPPLIES	\$4,189	3.90%	\$7,203	7.55%
ELECTRICITY	\$2,271	2.11%	\$2,441	2.56%
GAS & WATER	\$2,689	2.50%	\$3,531	3.70%
TELEPHONE	\$45	0.04%	\$32	0.03%
REPAIR & MAINTENANCE	\$9,988	9.30%	\$5,002	5.24%
SALES TAX	\$2,887	2.69%	\$2,367	2.48%
TOTAL EXPENSES	\$75,594	70.39%	\$81,398	85.31%
INCOME FROM OPERATIONS	<u>(\$19,358)</u>	<u>-18.03%</u>	<u>(\$59,326)</u>	<u>-62.18%</u>

**SACS REAFFIRMATION SELF-STUDY
STATUS REPORT**

Background

The University's year-of-record for the Southern Association of Colleges and Schools (SACS) reaffirmation self-study ended July 1, 1989. As reported to the Board of Regents in October, 1988, more than 175 faculty, staff, administrators, students, and regents served on 17 self-study committees to examine the operations of the University and to measure the University's effectiveness in carrying out its purpose and complying with the requirements of the SACS Criteria for Accreditation.

Information

The reports of the self-study committees were reviewed and revised by the Steering Committee during the late spring and summer months and turned over to faculty editors for compilation into a single self-study report. The self-study is scheduled for printing in December. The university community is now reviewing this report in its final draft. Meetings have been called with constituency groups to provide opportunities for questions and clarifications. Administrative units are reviewing and responding to the recommendations and suggestions made by the self-study committees.

The self-study will be mailed to the SACS visiting committee members in March in preparation for the SACS site visit from April 17-20, 1990, when a committee made up of educators from peer institutions throughout the southern region will come to campus to evaluate the self-study and the University's compliance with the SACS criteria. This committee will be chaired by Dr. William Lavery, Chancellor and Preston Professor of International Affairs at Virginia Polytechnic Institute. The visiting committee will determine the University's degree of compliance with the SACS criteria and make recommendations for improvements and for reaffirmation or denial of reaffirmation of accreditation of the University.

The self-study has provided and continues to provide the impetus of introspection and change. The diligence of the self-study committees has been rewarded by progress and increased communication about educational standards throughout the campus.

**REPORT ON COUNCIL ON HIGHER EDUCATION
1990-92 BUDGET RECOMMENDATIONS**

The Council on Higher Education met on November 6, 1989 to make funding recommendations to the Governor and General Assembly for the higher education system's operating and capital budget requests. The following information details the funding recommendations for the University.

OPERATING BUDGET

The Council recommended state general fund appropriations of \$675,018,500 in 1990-91 and \$779,096,900 in 1991-92 for the state's higher education system. These amounts fund the formula at 90% for the system in 1990-91 and at 100% for 1991-92, the same basic strategy used by the University in our request to the Council. The Council chose not to recommend funding for any of the institutional requests for priorities above or outside the funding formula.

Morehead State's original operating budget request for 1990-92, ratified by the Board on September 22, requested funding at 92.5% of the formula in 1990-91 and 100% in 1991-92. The University also requested funding for institutional priorities outside the formula of \$3,785,900 for 1990-91 and an additional \$1,485,600 for 1991-92. Council staff's review of the University's formula computations prior to the November 6 meeting resulted in minor revisions to the original formula generated appropriation. Also, funding of two extended-campus centers, at Ashland and Prestonsburg, was approved by the Council in September and added to the formula base. The formula generates an additional \$130,000 for each center in 1990-91 for a total of \$260,000. This funding continues in 1991-92, plus an inflationary factor.

For Morehead State University, the Council has recommended a state operating appropriation of \$32,592,000, 91.6% of the final formula amount, in 1990-91, and \$36,673,500, full formula funding in 1991-92. As previously stated, the Council did not recommend any priorities above or outside the formula for funding in 1990-92. A summary of the Council funding recommendation is presented with this report.

CAPITAL BUDGET

The Council recommended a total of \$15,655,000 in capital construction and equipment for funding from the State and also approved an additional \$19,341,000 for funding from agency (institutional) funds or bonds.

State Funded Projects

The University's utility tunnel, Phase II, was selected as the highest priority project for the entire higher education system. The renovation of Lappin Hall was also recommended, as was \$1,000,000 of our \$3,500,000 request for instructional equipment. A summary of all capital construction and equipment recommended by the Council for State funding is presented with this report.

Agency Funded Projects

The Council recommended approval of an \$8,000,000 institutional bond issue to address student housing needs, and also recommended for agency funding seven additional projects requested by the university. A summary of all capital projects recommended by the Council for agency funding is presented with this report.

Morehead State University
Summary of Council Recommendations
1990-92 State Operating Appropriation

	<i><u>Actual</u></i> <i><u>1989-90</u></i>	<i><u>Council Recommendations</u></i> <i><u>1990-91</u></i>	<i><u>1991-92</u></i>
Base Appropriation	\$28,719,000	\$32,592,000	\$36,673,500
New Revenues Generated at Recommended Funding Level		\$3,873,000	\$4,081,500
Percent Increase		13.5%	12.5%
Percent of Formula Funding		91.6%	100.0%

**MOREHEAD STATE UNIVERSITY
OPERATING REQUEST & RECOMMENDATION
STATE GENERAL FUND
1990/92**

	1990-91		1991-92	
	MSU Original Request	Council Recommendation	MSU Original Request	Council Recommendation
State General Fund (GF)				
1990-91 GF Appropriation	\$32,636,300	\$32,592,000		
1991-92 GF Appropriation			\$36,342,100	\$36,673,500
GF Above/Outside Formula				
1990-91 Base			\$3,785,900	
Financial Aid for Educational Opportunities	\$1,828,400	\$0	\$212,900	\$0
Enrollment Growth	\$966,000	\$0	\$768,000	\$0
Center for Improved Delivery of Allied Health Care Services in Eastern KY	\$440,700	\$0	(\$60,900)	\$0
Institute for Correctional Training and Research	\$181,800	\$0	(\$64,300)	\$0
Teaching Institute for Master Teacher of Elementary Education	\$114,000	\$0	\$68,100	\$0
Regional Economic Development Intervention Program	\$135,000	\$0	\$6,800	\$0
Establishment of Model Outcomes Assessment Program	\$100,000	\$0	(\$100,000)	\$0
Improved Alternative Instructional Delivery System	\$20,000	\$0	\$655,000	\$0
	<u>\$3,785,900</u>	<u>\$0</u>	<u>\$1,485,600</u>	<u>\$0</u>
Total GF Request	<u><u>\$36,422,200</u></u>	<u><u>\$32,592,000</u></u>	<u><u>\$41,613,600</u></u>	<u><u>\$36,673,500</u></u>

MOREHEAD STATE UNIVERSITY
COUNCIL ON HIGHER EDUCATION RECOMMENDATIONS
FOR CAPITAL CONSTRUCTION AND EQUIPMENT
1990-92

Project Title	MSU	Requested Fund Source	Council		Recommended Fund Source
	Request (As Amended)		1990/91	1991-92	
<u>Projects Recommended for State Funding</u>					
Completion of Utility/Elec. Dist.					
System Renovation	\$5,898,000	General Fund	\$5,898,000		State Bonds
Fire Safety Projects	\$506,000	General Fund	\$506,000		State Bonds
Asbestos Abatement Projects	\$600,000	General Fund	\$600,000		State Bonds
Lappin Hall Renovation	\$5,000,000	General Fund		\$5,000,000	State Bonds
Academic & Admin. Facility Improvements *					
HVAC Repairs/Replacements	\$2,035,000	General Fund		\$2,035,000	State Bonds
Heating Plant Improvements	\$616,000	General Fund		\$616,000	State Bonds
Instruction & Instructional Support Equipment	\$3,500,000	General Fund	\$485,000	\$515,000	General Fund
Sub Total	\$18,155,000		\$7,489,000	\$8,166,000	
<u>Projects Recommended for Agency Funding</u>					
Student Housing	\$8,000,000	Agency Bonds or Private Funds	\$8,000,000		Agency Bonds
Academic & Admin. Facility Improvements *					
Roof Repairs/Replacements	\$732,000	General Fund	\$366,000	\$366,000	Agency Funds
Housing System Improvements	\$6,698,900	Agency Bonds	\$6,699,000		Agency Bonds
Handicapped Accessibility	\$360,000	General Fund	\$360,000		Agency Funds
Warehouse Storage Facility	\$700,000	Agency Funds	\$350,000	\$350,000	Agency Funds
Land Acquisition	\$750,000	Agency Funds	\$375,000	\$375,000	Agency Funds
Wetherby Gym Renovation	\$300,000	Agency Funds		\$300,000	Agency Funds
Boiler Conversion: Wood Waste	\$1,800,000	General Fund		\$1,800,000	Agency Funds
Sub Total	\$19,340,900		\$16,150,000	\$3,191,000	
<u>Projects Not Recommended</u>					
Academic & Admin. Facility Improvements *	\$753,000	General Fund	\$0	\$0	
Breckinridge Hall Renovation	\$5,700,000	General Fund	\$0	\$0	
Veterinary Technology Building Expansion	\$300,000	General Fund	\$0	\$0	
New Academic Classroom & Faculty Office Building	\$8,400,000	General Fund	\$0	\$0	
Combs Classroom Renovation	\$994,000	General Fund	\$0	\$0	
Camden-Carroll Library Expansion	\$2,600,000	General Fund	\$0	\$0	
Adron Doran University Center Extension and Parking Complex	\$7,000,000	General Fund	\$0	\$0	
Button Hall Exterior Repair	\$300,000	General Fund	\$0	\$0	
Sub Total	\$26,047,000		\$0	\$0	
<u>Agency Fund Equipment Requests **</u>					
Campus Telecommunications/Data					
Networking Project	\$3,300,000	Agency Funds			
Administrative Computing Equipment	\$200,000	Agency Funds			
Two Color Printing Press	\$180,000	Agency Funds			
Bulldozer/Loader	\$90,000	Agency Funds			
WMKY Antenna Upgrade Broadcast Antenna	\$61,900	Agency Funds			
Remote Broadcast Tower and Antenna	\$175,000	Agency Funds			
Sub Total	\$4,006,900				
Grand Total	\$67,549,800		\$23,639,000	\$11,357,000	

* Originally requested as one item totalling \$3,520,000

** Requests for institutionally funded equipment items are not considered by the Council. These items are requested as part of the Executive Branch Budget Request which is submitted to the Governor's Office for Policy and Management.

WMKY-FM RADIO REMOTE BROADCAST TOWER AND ANTENNA PROJECT

The University has been continuing its efforts to expand the WMKY-FM broadcast signal to our Eastern Kentucky service region. Earlier frequency searches revealed that no educational frequencies were available within the Paintsville - Pikeville area with the necessary power to effectively serve these population centers. During the frequency searches, the University's technical consultant discovered an unused commercial frequency assigned to Mt. Gay-Shamrock, West Virginia, that would provide suitable coverage for the Paintsville area. The University, utilizing resources from the Morehead State University Foundation, Incorporated, WMKY fund, retained the Washington based law firm of Booth, Freret, and Imlay to petition the FCC to reassign the unused commercial frequency to Paintsville, Kentucky. To date, legal fees paid have been \$956.51. While the frequency is a commercial frequency allocation, the FCC's regulations permit educational nonprofit agencies to be assigned licenses to operate in these frequencies.

On October 3, 1989, the FCC issued a directive reassigning the requested frequency to Paintsville, Kentucky, and identifying the period of November 20 to December 20, 1989, for filing of award of that frequency. While the University was the responsible principal in the reallocation of the desired frequency, we now must file a "competitive application" that will be evaluated against other applications that might be filed for this frequency. A site for the antenna is presently being evaluated. WMKY's staff is preparing the necessary technical data and application for submission as an educational nonprofit entity by the December 20, 1989, closing date. If competitive applications are received, and several are anticipated, the normal FCC time for competitive hearing will be between 18 and 24 months.

The University's 1990-92 capital request contains an agency fund source equipment item of \$175,000 for the purchase and installation of equipment that would be necessary to operationalize this remote broadcast tower and antenna. If MSU is the successful licensee, site development will be undertaken to minimize capital outlay. A grant application for funding assistance to the Public Telecommunications Facilities Program, through the U. S. Department of Commerce, will be made. However, competition for grant monies is extensive and planning for the project will proceed, anticipating that the cost of the project is to be borne entirely with agency funds.

Should a protracted hearing for the licensing process ensue, legal fees could range from \$20,000 to \$30,000. Board of Regents approval of a personal service contract for legal counsel to represent the University during the hearing process would be requested.

**STATUS REPORT
THOMPSON HALL RENOVATION PROJECT
AND RELATED BOND ISSUE**

The final meeting of Phase C (plan design and specifications) for this project was held on October 30, 1989, with D.Q.W., Incorporated, and Associates. Project specifications will now be issued. The bidding and award of the construction contract for the project is still scheduled for the first part of 1990 with construction to begin in May 1990.

The renovation of Thompson Hall has an approved project cost of \$3,080,000. This cost level will necessitate an approximate \$3.5 million bond issue in order to accommodate issue expenses, capitalized interest, and other costs related to the sale of the bonds.

The law firm of Rubin and Hays, Louisville, Kentucky, has been appointed by the state to serve as bond counsel, and the firm of Seasongood and Mayer, Cincinnati, Ohio, has been appointed as fiscal agent. Both firms also served in these same roles for the Fields Hall (Series K) bond issue.

The bond sale will be scheduled to coincide as closely as possible to the award of the construction contract. Authorizing and other resolutions are being drafted and will be presented to the Board of Regents for adoption at the Board's first meeting of 1990. As with the Fields Hall issue, the Board will be asked to appoint a subcommittee to open and accept bids and represent the Board in any other needed capacity for this bond sale. Actions of the subcommittee will be submitted to the full Board for ratification at the first subsequent meeting.

**STATUS OF THE OFFICE OF PUBLIC SAFETY
JURISDICTIONAL AGREEMENT**

Following the June 23, 1989 Board of Regents' meeting, the University's general liability and errors and omission insurance carriers were contacted relative to rate adjustments that the University might anticipate as a result of the extension of the jurisdiction of the Office of Public Safety. Jurisdictional extension was being considered to enable our officers to act in an official public safety officer capacity when on duty and traveling to or from off-campus university sites in the county or when traveling in the county to conduct official university business.

Based upon this inquiry, Alexander and Alexander, the general liability underwriter responded by issuing a Law Enforcement Activity's Exceptance Certificate specifically removing any law enforcement activity from the general liability coverage now in force. Subsequently, they advised that most public agencies, be they municipalities or universities, purchase a separate and distinct Professional Law Enforcement Liability policy.

A thorough review of our errors and omission policy revealed that some of the areas involving law enforcement activities, e.g., false arrests, unlawful eviction, etc., were also specifically excluded from existing coverage.

Due to this finding, we have made application for two insurance quotes. The first quote requests coverage for professional law enforcement activities confined to the main campus property and the University's property holdings off-campus. The second quote would entail the extension of jurisdiction in the county with the stipulation that activity off-campus would be incidental to normal travel to and from university property and when on official business. If the appropriate insurance coverages can be obtained at reasonable and affordable rates, the present University Office of Public Safety Policies and Procedures governing our officers' actions in off-campus situations would be amended to stipulate and restrict our officers' actions under an extended jurisdictional agreement.

We are awaiting the necessary premium information before recommending a final disposition on this item.

As a result of our review of the University's insurance policies regarding this matter, we have initiated a review of all University insurance policies and coverages. Alexander and Alexander, a major underwriter for many of the University's existing insurances, as well a major underwriter within Kentucky higher education and state government, has met with us and agreed to assist us in our evaluation.

**PROPOSED DATES FOR BOARD MEETINGS
1990 CALENDAR YEAR**

Background

There are both advantages and disadvantages of establishing the dates in advance for regular quarterly meetings of the Board of Regents. However, such a procedure allows the Board to place these dates on their calendars well in advance, and it is also extremely helpful to the administration in planning and preparing for regular Board meetings. Special meetings can be scheduled as needed with dates selected in consultation with the chairman and would be confirmed by having the Board secretary poll the members by telephone. At each regular Board meeting, the next meeting date is announced. If a sufficient number of conflicts have arisen, a new date can be selected at that time.

The administration reviewed the University calendar, considered the items that normally come to the Board of Regents on an anticipated schedule, and arrived at alternative dates for the first, second, and third quarters and a recommended date for the fourth quarter. A memo was sent to the Board of Regents on October 30, 1989, asking them to review their personal calendars and, to the extent possible, indicate which of those dates were acceptable.

Further, since there is a great deal of discussion concerning the possibility of a special legislative session following the regular session of the 1990 General Assembly and that such a session could possibly affect our 1990-92 appropriation, a tentative date for a special meeting was recommended for Friday, June 22, 1990.

Recommendation

That the Board establish the regular quarterly Board meetings for the 1990 calendar year as follows:

1st Quarter	Friday, February 23
2nd Quarter	Friday, April 27
3rd Quarter	Friday, September 21
4th Quarter	Friday, December 14

Further, that a special meeting of the Board be tentatively established for Friday, June 22.