

M I N U T E S

BOARD OF REGENTS

MOREHEAD STATE UNIVERSITY

March 26, 1987

The Board of Regents of Morehead State University met in special session on Thursday, March 26, 1987, at 2:30 p.m. in the Riggle Room of the Adron Doran University Center in Morehead, Kentucky. Chairman Louie B. Nunn presided.

Chairman Nunn called the meeting to order and the invocation was delivered by Regent Duncan.

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

Chairman Nunn introduced President-elect, Dr. C. Nelson Grote, who will assume the presidency on July 1, 1987.

Mr. Seaton moved, seconded by Mr. Cassady, that the minutes of the February 20, 1987, meeting be approved as submitted. Motion unanimously carried.

President Albright reported:

That the University was in the final stages of negotiating a contract for the library automation project which was authorized by the Board of Regents on November 14, 1986. The contract is expected to be executed in April with an Online Computer Library Center for the LS/2000, an integrated minicomputer-based library automation system. The total cost of the system will be \$408,000 over a three-year period.

That the Director of Law Libraries in the State was on the campus the previous week with an interest in establishing a regional law library. Subsequent to his visit, he reported that MSU in fact had a regional law library and that there was not a great deal of material to add.

DDHO41

CALL TO ORDER AND INVOCATION

ROLL CALL

INTRODUCTION OF PRESIDENT-ELECT GROTE

APPROVAL OF MINUTES

REPORTS OF PRESIDENT

LIBRARY AUTOMATION SYSTEM

LAW LIBRARY

FACULTY REGENT
ELECTION

That the election for the faculty regent was conducted on March 24. The ballot contained the names of four candidates--David Brumagen, Judy Rogers, Stuart Sprague and Alban Wheeler. Since no candidate received the fifty-one percent required, a second ballot will include candidates Judy Rogers and Alban Wheeler who received the highest number of votes. The runoff election will be held on Thursday, April 2.

CENTERS OF
EXCELLENCE
PROPOSALS

That the University has submitted to the Council on Higher Education three proposals for Centers of Excellence under the state appropriation: Psychology, Academy of Arts and Veterinary Technology Program. These three programs were selected by a University panel for submission to the Council, and the prospects are very good that at least one of the programs will be funded.

ENROLLMENT

That enrollment figures as compared with this same time last year indicate that there is an increase of approximately 60 percent in applications for admission.

BACHELOR OF
SCIENCE PROGRAM
IN VET TECHNOLOGY

That the Council on Higher Education at its meeting on March 5, 1987, approved the Bachelor of Science Program in Veterinary Technology for implementation Fall 1987. The program received approval by the Board of Regents on July 18, 1986.

RECOMMENDATIONS
OF PRESIDENT

President Albright presented the following recommendations:

FOUNDERS DAY
AWARD

RECOMMENDATION: That the Board of Regents ratify the presentation of the 1987 Founders Day Award for University Service to Dr. Rondal D. Hart, posthumously.

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

MOTION: Motion by Mr. Seaton, seconded by Dr. Duncan, to approve the recommendation.

VOTE: The motion unanimously carried.

RECOGNITION OF
STUDENTS

RECOMMENDATION: That the President be authorized to take appropriate steps by which suitable recognition can be accorded the Student Government Association and the MSU student body for their significant role and contributions for the University in 1986-87.

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

MOTION: Motion by Mr. Seaton, seconded by Ms. Curry, to approve the recommendation.

VOTE: The motion unanimously carried.

FEE SCHEDULE

RECOMMENDATION: That the Fee Schedule for the 1987-88 year be approved.

Extensive discussion of the proposed changes in the meal plan rates and residence hall and married student housing rates took place. Chairman Nunn explained that the increases were necessary to provide the University with sufficient income to maintain the essential level of services.

(Fee Schedule and Additional Background Information attached to these Minutes and marked VI-C-1)

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

VOTE: The motion unanimously carried.

FOOD SERVICE
PLAN

RECOMMENDATION: That the proposed Food Service Plan to continue direct management of the University's food service program be approved.

(Food Service Plan and Additional Background Information attached to these Minutes and marked VI-C-2)

MOTION: Mr. Cassidy moved, seconded by Mr. Seaton, that the Plan be approved.

VOTE: The motion unanimously carried.

DDH041

PERSONNEL
POLICIES

RECOMMENDATION: That the amended Personnel Policies be approved as presented.

(Personnel Policies and Additional Background Information attached to these Minutes and marked VI-C-3)

MOTION: Mr. Seaton moved, seconded by Mr. Aker, that the amended Personnel Policies be approved.

VOTE: The motion unanimously carried.

RECOMMENDATION: That the Board approve:

SUSPENSION OF
PROGRAM

(1) The temporary suspension of the Minor Program of Study in German.

MINOR IN CHILD
DEVELOPMENT

(2) A Minor in Child Development.

ASSOCIATE DEGREE
IN CHILD DEV.

(3) An Associate of Applied Science Degree in Child Development.

(Additional Background Information attached to these Minutes and marked VI-D-1-2-3)

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

VOTE: The motion unanimously carried.

MASTER OF SOCIAL
WORK PROGRAM

RECOMMENDATION: That the Board authorize the Chief Executive Officer to establish an extended Master of Social Work program offered by the University of Kentucky on the Morehead campus pending approval by the Council on Social Work Education.

President Albright said that meetings have been held with representatives of UK and the accrediting agency and the program could be established by Fall, 1987.

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

VOTE: The motion unanimously carried.

SPRING BREAK

MOTION: Mr. Cassady moved that President A. D. Albright be authorized by the Board of Regents to coordinate the University's spring break period with the Rowan County Schools starting in 1988. This would provide MSU students with warmer weather for spring break and would accommodate MSU faculty and staff who have children in the public schools of Rowan County. The motion was seconded by Mr. Seaton.

VOTE: The motion unanimously carried.

EXECUTIVE
SESSION

MOTION: Mr. Aker moved, seconded by Mr. Cassady, that the Board go into executive session for the purpose of discussing personnel matters.

VOTE: The motion was approved by the following roll call vote:

Mr. Aker	Aye
Mr. Breathitt	Aye
Mr. Carr	Aye
Mr. Cassady	Aye
Ms. Curry	Aye
Dr. Duncan	Aye
Mr. Seaton	Aye
Mr. Nunn	Aye

Nays: None

Chairman Nunn declared the Board to be back in public session after approximately one hour. He said that the purpose of the executive session was to review with University counsel the contract pertaining to President-elect Grote. The terms of the contract will not be made public until Dr. Grote's acceptance.

PRESIDENT GROTE'S
CONTRACT

MOTION: Mr. Breathitt moved, seconded by Mr. Seaton, that the Board direct University legal counsel to prepare the contract and authorize the chairman to execute the contract subject to the approval of Dr. Grote and authorize the making of it public at that time.

VOTE: The motion unanimously carried.

DDH041

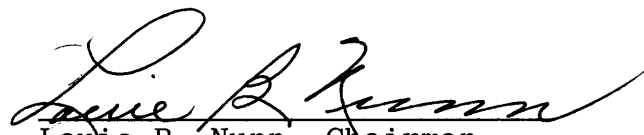
DR. NORFLEET'S
RETIREMENT

President Albright said that he had received a letter from Dr. Morris Norfleet indicating his plans to retire effective March 31, 1987. Dr. Albright recommended that his request for retirement be accepted and, further, that in order to complete two or three projects which had been assigned to him, one of which is a complete inventory and assessment of the physical facilities which must be prepared for the next biennial budget request, that he be employed on a temporary basis from April 1, 1987, through December 31, 1987, at a salary of \$4,433 per month.

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

VOTE: The motion unanimously carried.

There being no further business to conduct, the meeting adjourned at 5 p.m.


Louie B. Nunn, Chairman


Carol Johnson, Secretary

LIBRARY AUTOMATION SYSTEM

The University is in the final stages of negotiating a contract for the library automation project authorized by the Board of Regents on November 14, 1986. The contract is expected to be executed next month with the Online Computer Library Center (OCLC) for the LS/2000, an integrated minicomputer-based library automation system.

The purchase cost will total approximately \$408,000 over the next three fiscal years. The LS/2000 hardware will be housed in the University's Computer Center in order to minimize the cost of special environmental controls, power supply, and operation. After equipment delivery this summer, the Library's 250,000 bibliographic records will be loaded this fall, with full operation beginning the summer of 1988.

The LS/2000 is the system selected and installed at the University of Kentucky two years ago. Installation of the system is now being planned for the UK community colleges as well.

The system will increase the circulation of library materials by increasing subject access to the collections and by providing automated checkout and return of materials. Remote access from campus offices and regional centers will be made available as soon as possible after the system is operational. The system will also have the ability to permit users to access online library catalogs at other institutions such as the University of Kentucky.

1987 FOUNDERS DAY AWARD FOR UNIVERSITY SERVICE**Recommendation**

That the Board of Regents ratify the presentation of the 1987 Founders Day Award for University Service to Dr. Rondal D. Hart, posthumously.

Background

The 1987 Founders Day Committee selected Dr. Hart by unanimous vote from among 12 nominees. Dr. Hart, who died in 1984 after 26 years of full-time service to Morehead State University, was a native of Corbin and a two time alumnus of the University. He served the institution as a faculty member, assistant coach, director of school relations, director of alumni relations, director of University Breckinridge School, dean of admissions and executive director of the MSU Foundation, Inc. His wife and children continue to reside in Morehead.

SPECIAL RECOGNITION**Recommendation**

That the President be authorized to take appropriate steps by which suitable recognition can be accorded the Student Government Association and the MSU student body for their significant role and contributions for the University in 1986-87.

Background

The MSU Student Government Association and the student body have been actively engaged and participated in numerous ways in the current year to advance not only the quality of life on the campus but also in various activities designed to advance the University. They have been active in recruitment of prospective students and thus in the increased enrollment, in assisting in policy development, in creating a climate of shared responsibility for campus improvements, and in many other ways.

These accomplishments and the leadership are more than worthy of acknowledgment by all of the University.

FEE SCHEDULE 1987-88

Recommendation:

That the Board of Regents approve the 1987-88 Fee Schedule.

Background:

KRS 164.400 requires that the Board of Regents establish such incidental fees as will be sufficient for the purpose of paying the incidental expenses of the university and as are consistent with the recommendations of the Council on Higher Education. KRS 164.020 empowers the Council on Higher Education to determine the amount of entrance and/or registration fees for admission to the public institutions of higher education in the Commonwealth. The 1987-88 Fee Schedule contains the tuition rates for 1987-88 as approved by the Council on Higher Education on November 8, 1985. Also, in keeping with the budget preparation parameters approved by the Board of Regents on February 20, student fee increases have been minimized and in some cases, such as the meal plan, rates actually reduced. Other than the mandated Council on Higher Education increase in tuition averaging 6 percent, the residence hall housing rate will increase \$20 per semester. Faculty and staff housing and married student housing will also increase \$5 per month. The establishment and authorization for assessing these other non-tuition fees and charges rests with the Board of Regents.

In summary, the following major fees and charges will change:

	<u>FROM</u>	<u>TO</u>
Tuition per Semester:		
Undergraduate		
Resident	\$ 470	\$ 500
Non-Resident	\$1,410	\$1,500
Graduate		
Resident	\$ 520	\$ 550
Non-Resident	\$1,560	\$1,650
Student Activity Fee, per semester	\$ 40	No Change
Student Health Fee, per semester	\$ 25	No Change

Fee Schedule 1987-88

Page Two

	<u>FROM</u>	<u>TO</u>
Residence Hall Rates, per semester	\$ 440	\$ 460
Meal Plans, per semester		
20 meals per week	\$ 625	\$ 625
15 meals per week	\$ 585	\$ 585
10 meals per week	\$ 500	\$ 475
5 meals per week	\$ 325	\$ 275
Parking Fee, per year	\$ 30	No Change

Faculty & Staff Housing - Increase \$5 per month

Married Student Housing - Increase \$5 per month

All other fees and charges unless noted in the schedule will remain unchanged.

**Recommended Fee Schedule
Morehead State University
Effective Fall Semester 1987**

<u>Tuition and Fees*</u>	<u>Full-time Fall & Spring Semesters</u>	<u>Part-time Summer Term Per Credit Hour</u>
Resident		
Undergraduate	\$ 540	\$ 45
Graduate	590	66
Non-Resident		
Undergraduate	1,540	129
Graduate	1,690	188

*Tuition rate includes \$40 Student Activity Fee

Note: Non-resident students enrolled in classes at off-campus centers are billed at resident tuition rates.

<u>Residence Hall Room Rentals</u>	<u>Semester</u>	<u>Weekly</u>
Women's Halls	\$460	\$34
East Mignon		
Mignon Hall		
Nunn Hall		
West Mignon		
Men's Halls	460	34
Butler		
Alumni Tower		
Cooper		
Regents		
Wilson		
Co-educational Halls	460	34
Mignon Tower		
Cartmell		
Women's—Per Summer Term	136	34
Men's—Per Summer Term	136	34

Course Fees

	<u>FY 87-88</u> <u>Per Semester</u>	<u>FY 86-87</u> <u>Per Semester</u>
College of Arts and Sciences		
Music		
Private lessons for fall, spring, and summer terms:	\$30 (Per half-hour lesson)	\$30 (Per half-hour lesson)
Recital fee, junior & senior (2 hrs.)	30	30
Recital fee, senior (3 hrs.) & graduate (2 hrs.)	60	60
Composition recital	60	60
College of Professional Studies		
History (Historical Tours Transportation fee)	40	40
Military Science (Activity Fee)	4	4
Student Health Fee	25	25
Per summer term	4	4
Per visit per part-time student	3	3
Reinstatement fee	25	25
Extention and Correspondence fee		
Charged at the per/hour tuition rate for student classification as listed above.		
Student Insurance	25	25
Deferred payment application fee	25	25
Thesis continuation fee	10	10
Nursing Program Testing fee		
NUR 201	6	6
NUR 202	6	6
NUR 300	3	3
NUR 301	22	22

**Sales and Services of Educational
Activities**

FY 87-88

FY 86-87

Athletics Admission Prices*		
Football—season reserved	\$ 25	\$ 20
season box	200	200
season child	10	10
gate reserved	5	5
gate general admission	3	3
gate general admission (child 10 & under)	1	1
Basketball—season reserved	70	65
season reserved faculty/staff	40	37.50
season reserved faculty/staff (OVC games)	35	35
gate reserved	5	5
gate general admission	3	3
gate general admission (child 10 & under)	1	1
*Season prices based upon anticipated home game schedule.		
Part-time student I.D. Card (optional)	10	10
with special events	40	40
Bowling fee	.75/game	.75/game
Testing fee		
ACT (residual)	12	12
GED	10	10
GRE	29	29
Miller Analogy	20	20
National Teacher Core Exam	48	48
National Teacher Specialty Exam	35	35
CLEP—general or subject	35	30
CLEP—departmental proficiency	30	25
Strong-Campbell Interest Inventory	3.50	3.50
GMAT	28	28
Transcripts	2	2
Library fines—first day	.25	.25
each subsequent day	.10	.10
Change of schedule	5	5
Late registration—on campus	25	25
off campus	5	5
I.D. Card replacement	5	5
Equestrian breeding fees	400/600	300/400
board fees—per day	6	6
Eagle Lake		
Swimming—per day	1	1
Boat rental—per ½ hour	2	2
Child Development Laboratory		
per semester—regular	640	640
student	320	320
Stable rentals—per month		
full service	150	100
partial service	75	55
Career Placement—per package	1	1
Thesis binding—per copy	6	6

Other Charges**FY 87-88****FY 86-87**

Working Fees—faculty/staff, student per year	\$ 30	\$ 30
student, January-August	18	18
summer term	6	6
visitor pass	1	1
Service charge—returned checks	10	10
Water analysis—per sample	6	6
Coin operated copiers—per copy	.10	.10
Communications repair services		
Audio—per hour	12	12
Video—per hour	15	15
Conference fees—per person	2	2
IMPACT Center—copy	.10	.10
lamination	.46-1	.46-1
TV Productions		
Studio fees—per hour		
one camera	100	100
two cameras	150	150
three cameras	175	175
four cameras	200	200
Editing—per hour	50	50
Eng.-Efp. Package—per hour	25	25
director/operator	10	10
audio	8	8
Dubbing fees—per hour		
video to video	10	10
film transfer to video	50	50
Reprint fee	2	2
Water—per 250 gallons	.25	.25
Traffic fines		
Registered vehicles—within 72 hours	5	5
after 72 hours	10	10
Non-registered vehicles	10	10
Penalties after end of semester		
\$10-\$49 balance	10	10
\$50+ balance	25	25
Fraudulent registration	25	25
Post Office box rental—per semester	1	1
Lock change—residence hall	10	10
Intramural fee—per semester	8	8
Student teaching physical exam	12	12
Air conditioner installation	25	25
Physical education—(optional)		
Men—uniform, towel, and lock	5	5
Women—towel and lock	5	5
(includes refundable deposit of \$2)		
Key replacement fee	25	25
Instrument rental fee—per semester	10/15	
Housing/Room Deposits		
Residence Halls	50	50
Married Student Housing	100	100
Faculty/Staff Housing	100	100

Facilities Rentals

Rental Fees

	<u>Commercial</u>	<u>Non-Profit</u>
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Academic-Athletic Center		
—per day	\$1,000	\$ 500
ADUC Meeting Rooms		
Crager—per 4 hours	100	50
per day	200	100
Riggle—per 4 hours	30	15
per day	50	25
East A & B—per 4 hours	10	5
per day	20	10
Red, Gold, Eagle A & B		
—per 4 hours	30	15
—per day	50	25
Alumni Center		
—per 4 hours (after 4:30 p.m. weekdays)	50	25
—per day (Saturday or Sunday only)	100	50
Bowling Lanes	25/hour	
Breckinridge Auditorium		
—per 4 hours	50	25
—per day	100	50
Button Auditorium		
—per 4 hours	200	100
—per day	300	150
Lighting control system	10/hour	10/hour
Audio control system	13/hour	13/hour
Button Drill Room		
—per 4 hours	50	25
—per day	100	50
Duncan Recital Hall		
—per 4 hours	50	25
—per day	100	50
Fulbright Auditorium (Baird 117)		
—per 4 hours	50	25
—per day	100	50
Golf Course		
—weekday morning	250	125
—weekday afternoon	350	175
—all day	800	400
—Saturday/Sunday morning	1,000	500
—Saturday/Sunday afternoon	1,250	625
—all day	2,000	1,000
—total weekend	3,000	3,000

Facilities Rentals

Rental Fees

	<u>Commercial</u>	<u>Non-Profit</u>
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Rayne Stadium/Track		
—per day	\$500	\$250
Laughlin Health Building		
—Gym North	20/hour	10/hour
—Gym South	20/hour	10/hour
—Wrestling Room	20/hour	10/hour
—Dance Studio	20/hour	10/hour
McClure Pool		
—includes 3 guards and one basketroom person	50/hour	25/hour
Reed Auditorium (Room 419)		
—per 4 hours	50	25
—per day	100	50
Richardson Arena		
—per day	500	250
Senff Natatorium		
—includes 2 guards	30/hour	15/hour
Soccer Field		
—per day	80	40
Wetherby Gymnasium		
—per day	500	250

Overtime Compensation Schedule for Facility Rentals (Weekends and after 4 p.m. weekdays)

Electrician	10/hour
Media Technician	12/hour
Carpenter	10/hour
Custodian	8/hour
Movers	8/hour

Other Requirements:

1. If any activity requires a special cleanup, the scheduling party will be billed accordingly.
2. Groups using facilities under summer camp/conference policy will be charged a \$2 per person conference fee on a one-time basis for activities exceeding 36 hours of duration.
3. Fee Adjustment—The President may adjust rental fees in the best interests of the University.

Auxiliary Services

	<u>FY 87-88</u>	<u>FY 86-87</u>
Married Student Housing	Per Month	Per Month
Trailers—with air conditioner	\$185	\$185
—without air conditioner	170	170
Trailer Pads	55	55
Apartments—one bedroom	170	170
—with air conditioning	180	180
Studio Apartment	155	155
TV Cable	10	10
	<u>FY 87-88</u>	<u>FY 86-87</u>
	<u>Per Month</u>	<u>Per Month</u>
Faculty/Staff Housing		
Gilley Apartments	220	215
Ward Oates Duplexes	230	225
Lakewood Terrace		
—2 bedroom	210	205
—3 bedroom	230	225
McClure Circle and N. Wilson Avenue	245	240
514 N. Wilson Avenue	255	250
Caudill Health Clinic Apartment	165	160
ADUC Apartment	180	175
153 East Second Street	260	255
Oppenheimer Apartment	160	155
	<u>FY 87-88</u>	<u>FY 86-87</u>
Other Auxiliary Services		
Golf Course Fees		
Greens fee—faculty/staff, students	4	4
—others	6	6
Club rentals	3	3
Cart rentals—9 holes	7	7
—18 holes	12.50	12.50
Membership—faculty/staff single	140	140
—faculty/staff family	170	170
—others single	170	170
—others family	250	250
—student	100	100
Guest Room Rentals—per person, per night		
University Center	12	12
Residence Halls	10	10
Coin Operated Laundry		
Wash—per cycle	.75	.75
Dry—per cycle	.25	.25
Television Rentals		
—per semester	20	20
—per summer	7	7
Meal Plans—per semester		
20 meals/week	625	625
15 meals/week	585	585
10 meals/week	475	500
5 meals/week	275	325
lost card replacement	15	15
conference rate/day (base rate)	10	10

Refund Policy

Tuition, housing, and course fees may be refunded to students who withdraw during certain time periods following the start of each term. All other fees are not refundable. Refund periods and amounts are as follows:

Fall and Spring Semesters

First five days of classes

75%

Next ten days of classes

50%

Next five days of classes

25%

No refunds are given after the first twenty days of classes.

Refund Percentages

Summer Terms

First two days of classes

75%

Next four days of classes

50%

Next two days of classes

25%

No refunds are given after the first eight days of classes.

Refund Percentages

Meal Plans

Meal plans are refunded on a pro-rated weekly basis through mid-term. Meal plans are not refundable after mid-term.

REPORT ON FOOD SERVICES**Recommendation:**

That the Board of Regents approve the plan as outlined in the attached memorandum for the University to continue direct management of its Food Service program.

Background:

In November 1986, authorization was granted by the Board of Regents to prepare specifications for the solicitation of bids to determine the feasibility of contracting externally the management of the University's Food Service program. Consideration was being given to a different management approach to Food Services due to Food Services' inability in each of the last two years to generate revenues sufficient to offset expenditures. Though the difference in revenues to expenditures was not great, it was felt that a change in management would eliminate any institutional subsidy to the Food Service operation. Of paramount importance, however, in changing to external management was the protection of the present employees' hourly wage rate and benefits.

In December 1986, a university committee completed work on the specifications. It was during this same time period that it was verified that the present regular Food Service employees would be unable to continue under the Kentucky Employee Retirement System if employed by a non-state agency, even if that agency operated by contract for the university. This fact, plus the Food Service operation's positive financial position this past fall, has resulted in this recommendation that the university continue to directly manage its Food Service program and not seek proposals from external Food Service operators. Though the university will continue to manage its Food Service functions, changes in the facilities, management, and appointment of personnel are planned and necessary to insure the continued success of Food Services at MSU under local control. As a part of this report, attached is an internal memorandum from the Vice President for Administrative and Fiscal Services, Mr. Porter Dailey, outlining a management plan to be implemented as part of the FY 88 Operating Budget.

Attachment



MOREHEAD, KENTUCKY 40351

MEMORANDUM

DATE: March 10, 1987
TO: Dr. A. D. Albright
FROM: Porter Dailey **PD**
RE: **Food Service Plan**

As you know, we have not yet sought proposals from external food service management organizations to assume direct management control of our food service operation. The decision to delay the solicitation of proposals was due to the food service department's favorable financial position this past fall, the problem with continuing the employees under the Kentucky Employee Retirement System, and the positive feeling at this time on campus toward Food Services. Since it appears that Food Services will continue under the internal management of the University for 1987-88, I am proceeding with a plan which I feel can result in the long-term financial stabilization of Food Services. I feel this is a realistic objective despite the prospect that our residential enrollment will remain basically unchanged. The plan I will outline will require an outlay of capital funds, the appointment of a permanent director, and operational changes that will control, if not reduce, food and labor costs.

Given our enrollment outlook for the next couple of years, the campus residential population is not expected to increase in a substantial amount that would provide Food Services with a significant new market from which to draw. Thus to maintain or generate new revenues, we must effectively market our product and attract students who are not presently using food services. Important to this thrust is a plan to remodel the facilities. With the exception of the grill, our main food service facility in the student center is essentially the same as it was when the building was renovated in the 1960's. Our marketing approach to the delivery of food services has also not substantially changed over the years to offset the declining residential student population and the rising costs in the Food Services area. While the quality of food remains high, we remain a basic "meat and potato" food service operation; but we must also offer options in response to today's fast food, dieting and lite food trends.

In order to maintain our revenues and be in a position to increase our sales, we must offer quality food options, and

Dr. A. D. Albright
March 10, 1987
Page Two

change the aesthetics in the cafeteria to provide a collegial environment for our students. Apart from the facility enhancing changes, we must also do the following:

1. **Employ a permanent food service director;**
2. **Install an inventory control system for cost control and accountability purposes (already in process); and finally,**
3. **Modify the schedules of our food service employees to address the approximately eight (8) weeks of time each year in which our food service facilities are closed.**

I estimate that approximately \$150,000 must be invested in the improvement of the facilities and acquisition of equipment. Approximately one-half of this investment will be in replacing tables and chairs in the student center cafeteria. (From the sale of the existing tables and chairs, we will recover some of this investment). Other modifications would include the replacement of the partition between the grill and the main cafeteria; and changing one side of the cafeteria to accommodate other food options. The present a la carte "meat and potato" service line would not be affected.

Equipment needs would include: equipment to provide as many self-serve opportunities as practical; potato and salad and topping bars, yogurt and soft serve ice cream machines. These items are estimated to cost \$30,000.

Revenues from increased sales will amortize the investment. Seventy-five thousand dollars (\$75,000) will be budgeted in the FY 88 and FY 89 Food Services operating budget to pay for the improvements. Though \$150,000 is a sizable investment, the return to the university in terms of food service revenue and attractive and competitive food facilities comparable to other campuses with whom we compete for students is also potentially sizable. By again restoring Food Services to financial stability, we eliminate the need to subsidize the food service operation with state general funds.

Our students have proven that they will respond in a positive manner to a change in decorum. In 1985, approximately \$41,000 was "invested" in the improvement of the grill. The

Dr. A. D. Albright
March 16, 1987
Page Three

Student Government Association provided some financial support and designed the project. Our grill sales are up approximately twenty-five percent(25%) and the grill is much more popular with students than before.

As an Auxiliary Service, Food Services is expected to produce sufficient revenue to offset its expenses. (Housing, Food Services and the University Bookstore are our three primary Auxiliary Enterprises, with the University Store sporting the only profitable balance sheet last year). When an Auxiliary Service does not generate sufficient revenue to meet expenses, the university's general fund must be used to support those activities. With other instructional and support needs confronting us at this time, we can no longer afford to subsidize any Auxiliary Service. The fact that Food Services has not shown a balanced balance sheet in each of the last two audited fiscal years was the primary reason behind our earlier recommendation to the Board of Regents for authority to investigate external management.

Labor costs will be controlled by:

1. Reducing the paid labor force during those periods when the cafeterias are closed. To minimize the effect that such a change will have on some of the employee's wage levels, reassignments during these periods will be offered to the affected employees to other areas of the university when possible.
2. Continue to use part-time employees when possible.
3. Continue to evaluate the employment needs of each area and adjust accordingly.

Other factors which I alluded to earlier also contributed to the Food Service deficit. The absence of an effective inventory control and coordinated food purchasing system has resulted in practices which with more attentive management and coordination is now reducing expenses.

In summary, I am asking for authorization to proceed as follows:

- Employ a permanent food service director as soon as possible to oversee the food service operation and plan.

Dr. A. D. Albright
March 16, 1987
Page Four

- Continue with the facility remodeling and equipment plan as outlined.
- Implement the management practices specified; particularly the wage and labor controls I have outlined and the inventory control system.

PD:nb

AMENDED PERSONNEL POLICIES**Recommendation:**

That the amended Personnel Policies be approved as presented.

Background:

In April 1985, the Board of Regents approved a comprehensive set of personnel policies for the University. The policies became effective on July 1, 1985 and have been used by the administration since that time to administer the personnel practices of the University. The Policy Manual was subdivided into five sections. The PG section holds those general policies appropriate to all personnel. The PAC policies are exclusively faculty policies and the PAd, PSE, and PSNE address policies for the administrative, salaried, and hourly employees respectively.

Since July 1, 1985, a few of the policies have been modified to correct inconsistencies, omissions, and errors. After approximately two years of utilizing the policies on a daily basis, other changes are now necessary. Most of the changes are minor and are literary changes for clarification purposes. Also, as a result of two in-depth reviews by University Legal Counsel, other changes have been made.

Included are amendments to policies in the PG, PAd, PSNE, and PSE sections. Academic policy revisions are still under review by the various academic committees and will be presented at a later date should any amendments be necessary.

Changes in the policies are noted by underlines; the deletions are noted by line outs. The proposed amendments have been reviewed by Legal Counsel, a committee of the Faculty Senate, and various administrators. The amended policies will become effective upon adoption by the Board of Regents.

TEMPORARY SUSPENSION OF MINOR IN GERMAN**Recommendation**

That the Board of Regents approve the temporary suspension of the Minor Program of Study in German.

Background

Over the past ten years the Department has had few students minoring in German. In that there is only a single faculty member teaching German, it has become impossible to offer on a regular basis the courses necessary to complete the minor; further, with only three individuals currently enrolled in the program, it is inadvisable to add faculty to permit our offering a sufficient number of sections of both introductory and upper-division German classes. The Department shall make provisions to permit current German minors to complete the program. The Department retains the right to request reactivation of the program at any time within five years.

MINOR PROGRAM OF STUDY IN CHILD DEVELOPMENT

Recommendation

That the Board of Regents approve the Minor in Child Development.

Background

The Department of Home Economics recognizes the need for expansion of family and individual services in the Morehead State University service region due to social, environmental, physical and economic problems. The demand for home economics professionals in licensed daycare facilities indicates a need for programs in the area of child development. Given that most students enter the university from counties within the service region, it is projected that many will return to work in the service area as do graduates of other programs.

**ASSOCIATE OF APPLIED SCIENCE DEGREE
IN CHILD DEVELOPMENT**

Recommendation

That the Board of Regents approve an Associate of Applied Science Degree in Child Development.

Background

The Department of Home Economics recognizes the need for expansion of family and individual services in the Morehead State University service region due to social, environmental, physical and economic problems. Given that most students enter the university from counties within the service region, it is projected that many will return to work in the service areas as do graduates of other home economics programs. The demand for home economics paraprofessionals in licensed daycare facilities indicates a need for programs in the area of child development.