

AGENDA BOOK

Board of Regents



MEETING SCHEDULE

Tuesday, March 11, 2003

9 a.m.

Board of Regents Meeting

**BR 302
(Breckinridge Hall)**

Immediately Following

Lunch

Members, Morehead State University Board of Regents

Buckner Hinkle, Jr. (*Chair*)

James H. Booth (*Vice Chair*)

Gene Caudill (*Staff Member*)

Jean Dorton

Virginia G. Fox

Sylvia L. Lovely

Dr. Charles H. Morgan, Jr. (*Faculty Member*)

Helen C. Pennington

Jason S. Rainey (*Student Member*)

Dr. Charles M. Rhodes

Jerry W. Umberger

AGENDA
Board of Regents
Morehead State University
9 a.m., Tuesday, March 11, 2003
Breckinridge Hall 302

- I. CALL TO ORDER
- II. ROLL CALL
- III. ELECT OFFICERS: CHAIR, VICE CHAIR, & SECRETARY;
APPOINT TREASURER
- IV. APPROVE DECEMBER 6, 2002, MINUTES
- V. APPROVE AMENDMENT TO BOR BYLAWS
- VI. APPROVE RECIPIENT OF 2003 FOUNDERS DAY AWARD
- VII. APPROVE NAMING OF HONORS PROGRAM
- VIII. SPOTLIGHT PRESENTATION -- *Academic Honors Program and the Honors
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- XII. ADJOURNMENT

**BOARD OF REGENTS
MOREHEAD STATE UNIVERSITY**

December 6, 2002

The Board of Regents of Morehead State University met on Friday, December 6, 2002, in 302 Breckinridge Hall. Chair Buckner Hinkle, Jr. presided.

ROLL CALL

The following members were present: James H. Booth, Gene Caudill, Jean Dorton, Virginia "Ginni" Fox, Buckner Hinkle, Jr., Dr. Charles H. Morgan, Jr., Helen C. Pennington, Jason S. Rainey, Dr. Charles M. Rhodes, and Jerry W. Umberger. Sylvia Lovely was not present.

Also, Joyce LeMaster, President of the MSU Alumni Association, was present for the meeting

**DEATH OF
MARGARET
LEWIS**

Chair Hinkle asked that the Board observe a moment of silence in memory of Margaret Lewis, Director of the MSU at Prestonburg Center, who was tragically killed in an automobile accident on December 4, 2002.

**INTRODUCTION
OF MEMBERS OF
PRESS**

Pauline Young, Director of University Communications, introduced the members of the press who were in attendance: Kim Hamilton, Reporter, *The Morehead News*; and Charles Compton, News Director, WMKY.

**SEPTEMBER 27,
2002, MINUTES**

Mr. Booth moved that the minutes of the September 27, 2002, meeting be approved as distributed. Dr. Morgan seconded the motion. The motion passed.

**APPOINTMENT
OF TREASURER**

Chair Hinkle stated that upon the retirement of Porter Dailey, he had appointed Michael Walters, who will assume the position of Vice President for Administration and Fiscal Services, to serve as Treasurer of the Board of Regents, effective February 1, 2003. Mr. Caudill moved that the Board ratify the appointment. Dr. Morgan seconded the motion. The motion passed.

**OATH OF
OFFICE TO NEW
MEMBER**

Chair Hinkle welcomed Jean Dorton of Paintsville to membership on the Board. An MSU alumnus, Ms. Dorton is a part-time Director of Institutional Advancement for Mayo Technical College and Prestonsburg Community College. Carol Johnson, Board Secretary and Notary Public, administered the oath of office to Ms. Dorton, who was appointed by Governor Paul Patton to fill the unexpired term of Juanita Mills, ending June 30, 2003.

**NOMINATING
COMMITTEE
REPORT**

Chair Hinkle stated that with the resignation of Vice Chair Juanita Mills, he had appointed a nominating committee of the Board, chaired by Dr. Charles Rhodes, to study two issues:

- ☐ Nominate a Board member to serve as vice chair.
- ☐ Consider the question of term limits for the Board chair and vice chair.

Dr. Rhodes presented the report from his committee, composed of Jason Rainey, student regent; Gene Caudill, staff regent; and Charles Morgan, faculty regent. On behalf of the committee, Dr. Rhodes nominated Jim Booth to serve as vice chair and recommended a four-year term limit for both the chair and vice chair to be effective with the election of officers at the Board's next regularly scheduled meeting on March 11, 2003. Mr. Caudill seconded the motion. The motion passed.

The *Bylaws* will be amended and voted on to reflect the change in term limits for the chair and vice chair at the March meeting.

The President recommended:

**HONORARY
DEGREES**

RECOMMENDATION: That the Board approve the awarding of the honorary degree of Doctor of Public Service to Dr. Betty L. Siegel and Judge Sara W. Combs at the Winter Commencement ceremony on December 14, 2002.

(Additional background information attached to these minutes and marked III)

President Eaglin commended the Honorary Degree Advisory Committee for its nominations of Dr. Betty L. Siegel and Judge Sara W. Combs. Dr. Siegel is President of Kennesaw State University, and Judge Combs is a member of the Kentucky Court of Appeals. Both candidates are exemplary role models for women.

MOTION: Dr. Rhodes moved to approve the President's recommendation. Ms. Fox seconded the motion.

VOTE: The motion passed.

In response to a question about the number of honorary degrees to be awarded at the 2002 Winter Commencement, President Eaglin stated that Ms. Ruth Shannon, whom the Board approved the awarding of an honorary doctorate at its September meeting, would receive her degree at the 2003 Spring Commencement.

**SPOTLIGHT
PRESENTATION**

Michael Moore, Provost, introduced David Rudy, Dean of the Institute for Regional Analysis and Public Policy, who made the "Spotlight Presentation." In his introduction, Dr. Moore stated that in 1997, House Bill 1 created several trust funds as part of higher education reform. One of the trust funds created was the "Programs of Distinction." Each institution was given an opportunity to identify a program that would distinguish it during the next 20 years. MSU's Program of Distinction is known as the Institute for Regional Analysis and Public Policy (IRAPP).

Dr. Rudy presented an overview of the educational unit and the projects in which they are involved. He also introduced members of his staff and students involved in the program. Currently, 38 students are enrolled in IRAPP. Ed Reeves, Director of the Center for Education Research and Leadership, was introduced as the newest member of the IRAPP staff.

Since its inception in 1999, IRAPP has received more than \$10 million in grants, including funds from NASA, NSF and HUD.

President Eaglin commended Dr. Rudy for his leadership in this program.

**PRESIDENT'S
RECOMMENDATIONS*****Winter Graduates***

The President recommended:

RECOMMENDATION: That the Board approve the awarding of degrees to all candidates who successfully completed all degree requirements, as approved by the faculty of the University, at the 2002 Winter Commencement on December 14, 2002.

President Eaglin noted that 408 students have applied for graduation at the December 14, 2002, Winter Commencement. This includes 19 associate degrees, 303 bachelor degrees, and 86 master degrees.

MOTION: Mr. Booth moved to approve the President's recommendation. Ms. Fox seconded the motion.

VOTE: The motion passed.

The President recommended:

Personnel Actions

RECOMMENDATION: That the Board ratify the Personnel Actions for the period of September 9, 2002, through November 8, 2002.

(List of personnel actions and additional background information attached to these minutes and marked V-A-2)

Roger Barker, Director of Human Resources, noted that during the period of September 9, 2002, through November 8, 2002, the University has had five retirements.

MOTION: Mr. Booth moved to approve the President's recommendation. Ms. Fox seconded the motion.

VOTE: The motion passed.

The President recommended:

Personnel Policies

RECOMMENDATION: That the Board amend PG-9, Personal Leave of Absence Without Pay (Other than Military or Family Medical Leave), PG-10, Leave of Absence With Pay for Short-Term Military or National Guard Services or Training Duty, PG-48, Vacation Leave, PG-49, Sick Leave, and PG-52, Family and Medical Leave.

(Personnel Policies and additional background information attached to these minutes and marked V-A-3)

Mr. Barker informed the Board that only housekeeping changes, involving employee notification/permission for leave are being recommended for PG-9, Personal Leave of Absence Without Pay (Other than Military or Family Medical Leave) and PG-10, Leave of Absence with Pay for Short-Term Military or National Guard Services or Training Duty.

The most significant change in PG-48, Vacation Leave, is that, beginning in July 2002, we changed our administrative processes from accruing and accounting for vacation and sick leave from days to hours.

Policy revisions to PG-49 include changes in sick leave administration from days to hours and in the University's definition of a "year" as related to the Family Medical Leave Act. In addition, the 12-day limitation on paid sick leave usage for family-related illnesses has been eliminated. It also has been increased in scope to include brothers, sisters, and grandparents.

PG-52 is being revised to clearly define the "12-month period" as stated in the Family and Medical Leave Act as a "fiscal year" in order to clarify existing practice. The limitation on usage of paid sick leave for family members has been removed, as in PG-49.

Lengthy discussion followed on the removal of the limitation on the use of paid sick leave for family members and the potential for abuse of the policy.

Mr. Barker stated that the policy provides opportunity for supervisors to request documentation of the need for such time off.

Ms. Pennington suggested looking at the policy in a year to see how many have taken advantage of the policy and the resulting cost to the University.

Mr. Caudill moved that the Board approve PG-9. Dr. Rhodes seconded the motion. The motion passed.

Dr. Morgan moved that the Board approve PG-10. Mr. Rainey seconded the motion. The motion passed.

Mr. Booth moved that the Board approve PG-48. Ms. Fox seconded the motion. The motion passed.

Dr. Morgan moved that the Board approve PG-49. Ms. Fox seconded the motion. The motion passed with Mr. Caudill voting nay.

Dr. Rhodes moved that the Board approve PG-52. Ms. Fox seconded the motion. The motion passed with Mr. Caudill voting nay.

Ms. Fox stated that she wanted to ensure that the record is clear that the Board is not expressing concern or in any way casting aspersions on the faculty/staff of this institution. It is just good business practice.

The Audit Committee recommended:

***2001-02 Audit
Report & Fourth
Quarter Financial
Report***

RECOMMENDATION: That the Board accept the audit report for the fiscal year ending June 30, 2002, as presented by Crowe, Chizek, and Company, accept the reports related to the fourth quarter financial information and capital outlay, and amend the operating budget for the 2001-02 fiscal year.

(2001-2002 Audit Report and Fourth Quarter Financial Report and additional background information attached to these minutes and marked V-A4)

Porter Dailey, Vice President for Administration and Fiscal Services, reported on the Audit Committee meeting held on November 14, 2002. Laurie Williams, CPA with Crowe, Chizek, and Company, presented the University's audited financial statements to the committee for acceptance. The audit report was issued with an unqualified opinion on the financial statements. The statements in the report were presented in the new format as required by *Government Accounting Standards Board Statement 35*.

MOTION: Mr. Umberger moved that the Board approve the Audit Committee's recommendation to accept the audit report for the fiscal year ending June 30, 2002. Mr. Rainey seconded the motion.

VOTE: The motion passed.

Beth Patrick, Associate Vice President for Planning and Technology, reported on the fourth quarter financial statements. She stated that \$1.5 million in budget adjustments are reflected during this quarter (as shown on page 50 of the agenda book). Primarily, these are reallocations of unbudgeted revenues to cover the cost of instruction and other services. Significant adjustments, which are noted in more detail on page 52 and 53 of the agenda book, include the following:

- ❑ \$226,102 in excess unbudgeted summer school tuition revenue that was utilized to cover the additional amount needed for summer school faculty salaries.
- ❑ \$635,000 for the Endowment Matching Program from the Council on Postsecondary Education (CPE) Endowment Trust Fund.
- ❑ \$118,725 from the CPE Action Agenda Trust Fund.
- ❑ \$31,030 reallocated from indirect cost reimbursement revenue generated from grants to fund a Grants Resource Coordinator position.
- ❑ \$95,554 in unbudgeted revenue from sales and services of educational activities.
- ❑ \$292,665 increase in budget allocations from other sources.
- ❑ \$52,000 in unbudgeted revenue from auxiliary enterprises

Of the above reallocations, only two involved single budget amendments greater than \$200,000.

Ms. Patrick also noted that there were no purchases of equipment items with a purchase cost of greater than \$100,000. However, there were several capital construction projects with a scope greater than \$200,000 that were reportable. Primarily, these were planned deferred maintenance projects, telecommunications network upgrades, and mandated fire safety projects.

Ms. Fox moved that the Board accept the reports related to the fourth quarter financial information and capital outlay and amend the operating budget for the 2001-02 fiscal year. Mr. Booth seconded the motion. The motion passed.

**First Quarter
Financial Report**

The President recommended:

RECOMMENDATION: That the Board accept the first quarter financial statements and amend the operating budget.

(Report on First Quarter Financial Report and additional background information attached to these minutes and marked V-A-5)

Ms. Patrick reported on the first quarter financial statements and noted that budget amendments for this period totaled \$219,587. Significant budget amendments include:

- ❑ \$152,626 in unbudgeted revenue allocated from Sales and Services of Educational Activities.
- ❑ \$87,948 increase in budget allocations from other sources.
- ❑ \$212,940 budget allocations from fund balance for E&G purposes.
- ❑ \$233,927 reduction adjustment to reflect the actual FY 02 carry forward for residence hall capital projects.

Dr. Eaglin explained that under the Budgeted Fund Balance, \$60,000 was allocated from internal reserves to pay for the life insurance policy for President Emeritus Adron Doran. In 1977, the Board included in Dr. Doran's retirement package a \$60,000 life insurance policy. Since premiums were never paid on this policy, it was necessary for the University to contribute the face value of the policy. However, Dr. Doran made the MSU Foundation the beneficiary of the \$60,000 insurance policy in his estate.

MOTION: Mr. Booth moved that the Board approve the President's recommendation. Ms. Fox seconded the motion.

VOTE: The motion passed.

The President recommended:

**Kentucky Center for
Traditional Music**

RECOMMENDATION: That the Board authorize the Memorandum of Agreement and future lease with option to purchase agreement with the City of Morehead; and amend the Campus Master Plan in regard to the Kentucky Center for Traditional Music.

(Memorandum of Agreement and additional background information attached to these minutes and marked V-A-6)

Mr. Dailey stated that the Board is being asked to authorize the memorandum of agreement, to authorize the University to enter into a future lease with option to purchase agreement with the City of Morehead,

and to amend the Campus Master Plan at the time that the lease with option to purchase agreement is executed.

Mr. Kappes informed the Board that the memorandum of agreement may not be executed. A problem has developed in the negotiations to purchase the Big Store property. Among the concerns in the grant language is a stipulation that significant progress must be made within a two-year period. Current budgetary affairs in the state might prevent that from happening.

President Eaglin stated that we do not agree with the interpretation of the two-year timeline. If that does become the interpretation, we will back out of the agreement, as will the City. However, the University still needs the approval of the Board to place this property in the University's Master Plan.

After lengthy discussion, it was agreed that the recommendation should be amended to state that the Board authorizes the President to negotiate "a" memorandum of agreement that is in the best interests of the University and to amend the Campus Master Plan in regard to the Kentucky Center for Traditional Music.

MOTION: Ms. Dorton moved that the Board authorize the President to negotiate, as amended, a memorandum of agreement and amend the Campus Master Plan in regard to the Kentucky Center for Traditional Music. Dr. Rhodes seconded the motion.

VOTE: The motion passed.

The President recommended:

RECOMMENDATION: That the Board of Regents adopt a resolution authorizing the President of the University to execute an Agreement Between the Commonwealth of Kentucky Transportation Cabinet Department of Highways and Morehead State University to secure the funding for the access road for the construction of a new satellite tracking antenna.

(Resolution of Agreement between Commonwealth of Kentucky Transportation Cabinet Department of Highways and Morehead State University and additional background information attached to these minutes and marked V-A-7)

Mr. Dailey stated that the Kentucky Transportation Cabinet is providing up to \$519,500 in reimbursable state funds for the construction of an access road to the site of the large aperture satellite antenna. The Cabinet requires that the Board of Regents pass a resolution authorizing the President of the University to execute the agreement.

**Satellite Tracking
Station Access
Road**

***Lease/Purchase
Agreement with
MSU Foundation,
Inc.***

MOTION: Dr. Morgan moved that the Board approve the President's recommendation. Mr. Rainey seconded the motion.

VOTE: The motion passed.

The President recommended:

RECOMMENDATION: That the Board ratify a lease with option to purchase with the Morehead State University Foundation, Inc., in regard to the property located at 120 Normal Avenue, Morehead, Kentucky.

(Additional background information attached to these minutes and marked V-A-8)

Mr. Dailey stated that the Morehead State University Foundation, Inc. acquired the Hogge Building located on the corner of Second and Normal Avenue. It is the University's intent to enter into a lease with option to purchase agreement with the Morehead State University Foundation, Inc., effective December 1, 2002, to acquire this building. The University plans to utilize the property for student support services. The lease with option to purchase agreement will provide for an annual lease payment of \$52,000 with \$5,000 of each lease payment being applied to the agreed upon purchase price of not more than \$200,000. Two appraisals have been obtained.

MOTION: Mr. Booth moved that the Board approve the President's recommendation. Mr. Umberger seconded the motion.

VOTE: The motion passed.

**PRESIDENT'S
REPORTS**

***Fall 2002
Enrollment***

Dr. Moore reported on Fall 2002 Enrollment. He stated that head count enrollment was 9,390, an increase of 4 percent; full-time equivalency was 7,243, an increase of 5.2 percent; and credit-hour production was 112,806, an increase of 5.4 percent. Significant increases were experienced at MSU's extended campuses in Prestonsburg, in Jackson, in Mt. Sterling, in Whitesburg, in Raceland and in Maysville. Internet enrollment is up more than 35 percent.

***Campus
Environmental
Survey***

The Report on Campus Environmental Survey will be presented at the next regularly scheduled Board meeting.

Mr. Dailey reported on the following:

***Radio Telescope &
Access Road***

- ☐ Location of Radio Telescope and Access Road *(Detailed Report attached to these minutes and marked V-B-3)* -- Construction of an unpaved access road to the top of the ridge behind the campus is to begin in

***Real Property
Acquisitions***

early spring 2003. It will be in the vicinity of Nunn Hall with an approximate length of 2,500 feet. The University is negotiating with private property owners to allow for removal of trees to provide an appropriate horizon for the antenna.

- Real Property Acquisitions (*Detailed Report attached to these minutes and marked V-B-4*) -- These real property acquisitions include:
 - A .091-acre tract with a two-story, 912 square foot, frame house located at 236 East Second Street at a cost of \$50,000.
 - A .276-acre tract with a one-story, 1,192 square foot, frame house located at 133 Third Street at a cost of \$119,928.
 - Lots No. 37, 38, & 39 in Section D of College Subdivision and a portion of Tract No. 4 located at 208 Martindale Drive at a cost of \$89,000.

GESP Contracting

- Guaranteed Energy Savings Performance Contracting (*Detailed Report attached to these minutes and marked V-B-5*) -- The University is in the process of selecting an Energy Service Company to conduct a campus-wide energy conservation audit, consult regarding projects related to energy conservation and cost savings, and perform and fund the capital improvements related to the projects, if feasible. The energy-related improvements and services must result in guaranteed annual energy and water savings while maintaining minimum levels of occupant comfort and operations and maintenance.

***2003 Health
Insurance Plan***

- Health Insurance Plan for 2003 (*Detailed Report attached to these minutes and marked V-B-6*) -- As a result of rising health care costs and utilization, the University's health care program is projected to increase by 17 percent for the 2003 plan year. To enable the University and its employees to better project health insurance costs, by plan choices in future years, the following parameters were established:
 - Each plan option (Base PPO, HMO, and Premium PPO) will be individually priced to be self-supporting. No plan option will be expected to subsidize or be subsidized by any other plan option.
 - The premium cost difference between each tier of each plan option will be established according to the industry standard of the two-person and family-coverage options being priced at 1.5 and 2.0 times the single coverage option, respectively.

- The University intends to support health insurance at an aggregate rate of 75 percent of the total costs of the health care plan. Additionally, the University's goal is to cost-share the price of each individual plan option.

Under the cost-sharing structure for the 2003 Plan, all employees will pay a portion of their health care costs. For the single employee, this would mean an increase of \$31 for PPA, \$53 for PPO Premium, and \$37 for HMO.

Barbara Ender, Vice President for Development, reported on the following:

Gift Income

- Year-to-Date Gift Income Report (*Detailed Report attached to these minutes and marked V-B-8*) -- For the period ending October 31, 2002, the Foundation received a total of \$1,221,087.23, which includes \$9,095 in matching gifts and \$708,758.48 in gifts-in-kind.

Also, Ms. Ender reported on the annual telethon and stated that the annual goal is \$165,000. As of the end of the fall semester, more than \$132,000 has been raised in gifts and pledges, and this represents only half of the calling season. She noted that this amount exceeds the 10 percent increase as indicated in the Strategic Plan.

Major Gifts

- Report of Major Gifts (*Detailed Report attached to these minutes and marked V-B-8*) -- Since September 27, 2002, the MSU Foundation has received and/or recorded \$855,815 in major gifts to the University.

President Eaglin reported that:

Budget

- The budget situation looked dismal and that the only solution would be a combination of reductions and new revenue. He reminded the Board that he had made a commitment to bring salaries up to the percentage of like universities. He will present his recommendations at the Board's next work session on February 14.

Winter Commencement

- Winter Commencement is scheduled on Saturday, December 14. He encouraged Board members to attend.

Mrs. Eaglin

- Mrs. Eaglin was selected as the "Spouse of the Year" by the American Association of State Colleges and Universities. She was recognized at the Association's annual meeting in November.

***Porter Dailey's
Retirement***

President Eaglin stated that when he came to Morehead State University, he was very blessed to have many outstanding people with whom to work. Porter Dailey was a vice president and one of these people. He has not only provided great leadership for a very diverse area, but he also anticipates larger issues and has systems in place to address these issues before they become statewide concerns. While Porter also is fortunate to have talented people working with him, President Eaglin said that he is a firm believer that nothing happens unless there is somebody at the top making it happen. Dr. Eaglin thanked him for his professionalism and friendship.

In recognition of Mr. Dailey's long period of distinguished service to the Board and Morehead State University, Chair Hinkle read and presented a framed resolution to Mr. Dailey. Mr. Caudill moved that the resolution be adopted. Dr. Rhodes seconded the motion. The motion passed.

***Resolution in
Honor of Porter
Dailey*****A Resolution**

WHEREAS, Mr. W. Porter Dailey has served honorably and with distinction as Treasurer of the Board of Regents of Morehead State University since July 1984; and

WHEREAS, Mr. Dailey also has provided outstanding leadership and service as the University's Vice President for Administration and Fiscal Services since July 1984 and earlier as Director of Budgets and Executive Assistant to the President following his initial employment in November 1978; and

WHEREAS, Mr. Dailey's prudent, effective and innovative management of the University's fiscal, human and physical resources has served the institution in exemplary fashion;

THEREFORE, BE IT RESOLVED that the distinguished professional service and personal dedication of Vice President W. Porter Dailey to the University be and hereby are recognized and commended by the Board of Regents of Morehead State University.

Adopted this 6th day of December 2002.

Buckner Hinkle, Jr., Chair

Ronald G. Eaglin, President

ATTEST:

Carol Johnson, Secretary

Mr. Dailey thanked the Board and Dr. Eaglin for their confidence and support.

***2003 BOR Meeting
Schedule***

Chair Hinkle announced the schedule of meetings for 2003:

Work Session, February 14
BOR Meeting, March 11

Work Session, May 2
BOR Meeting, June 6

Work Session, August 29
BOR Meeting, September 19

Work Session, November 14
BOR Meeting, December 12


Adjournment

There being no further business to conduct, the meeting adjourned at noon.

***Reception for
Faculty/Staff***

Following the meeting, the Board hosted a reception for faculty and staff in Fulbright Auditorium to thank them for their hard work during the past semester.

Respectfully submitted,


Carol Johnson, Secretary
Board of Regents

AMEND BOR BYLAWS

BOR (V)
March 11, 2003

Background:

At the September 27, 2002, Board meeting, Chair Buckner Hinkle appointed a nominating committee to review the Board's *Bylaws* pertaining to a limitation on the terms of the chair and vice chair. Dr. Charles Rhodes, chair of the nominating committee, reported back to the Board at its December 6, 2002, meeting and recommended that a limit of four (4) consecutive one-year terms be placed on the chair and vice chair beginning with the 2003 calendar year.

Chair Hinkle asked that the *Bylaws* be amended to reflect the term limits for approval by the Board at its March 11, 2003, meeting.

Recommendation:

That the Board approve amending the *Bylaws* to reflect the limitation of four consecutive one-year terms for the chair and vice chair, beginning with the 2003 calendar year.

EXCERPT FROM *BYLAWS*

ARTICLE III

- A. The officers of the Board of Regents shall consist of the Chair, Vice Chair, President, Treasurer, Secretary to the Board of Regents, and such other officers as the Board of Regents deems necessary to carry out its responsibility of governing the University.
1. **CHAIR** - The Chair shall be elected annually as provided by law and the ~~Chair will continue to serve until the annual election is held. Chair shall be limited to no more than four consecutive terms.~~ The Chair is charged with the duty of maintaining that level of interest and activity among the members of the Board of Regents as will best contribute to the determination of Board policies, wise planning for the future, intelligent and considerate observance of the rights of the students, faculty, and staff. The Chair shall preside at all Board of Regents' meetings and shall fix the order of business and shall perform such additional duties as may be imposed on his/her office by statute or by the direction of the Board.
 2. **VICE CHAIR** - The Vice Chair shall be elected annually and the ~~Vice Chair shall be limited to no more than four consecutive terms.~~ The Vice Chair acts for the Chair when the latter is absent from a meeting.
 3. **PRESIDENT** - The President of the University shall be the chief executive and academic officer of the University. The President may be a member of the General Faculty.

The President shall be elected by the Board for such term as the Board deems advisable, not to exceed four (4) years. The President shall attend all meetings of the Board of Regents.

As chief executive and academic officer of the University, the President shall:

- (a) Be responsible for the operation of the University in conformity with the purposes and policies as determined by the Board of Regents and to develop rules and regulations as are necessary to carry out the purposes expressed herein;
- (b) Act as adviser to the Board of Regents and shall have responsibility for recommending for consideration those policies and programs which in his/her opinion will best promote the interests of the University;

**2003 FOUNDERS DAY AWARD
FOR UNIVERSITY SERVICE**

**BOR (VI)
March 11, 2003**

Background:

The Founders Day Award for University Service was established by the Board of Regents in 1978 and has been presented each year to individuals with records of outstanding service to the University over a sustained period. The presentation is part of the annual Founders Day observance.

Previous recipients have included W. E. Crutcher, 1978; Linus A. Fair, 1979; Carl D. Perkins, 1980; Dr. Warren C. Lappin, 1981; Dr. Ted L. Crosthwait, 1982; Monroe Wicker, 1983; Lloyd Cassity, 1984; Grace Crosthwaite, 1985; Boone Logan, 1986; Dr. Rondal D. Hart, 1987; George T. Young, 1988; John E. Collis, 1989; Dr. Wilhelm Exelbirt, 1990; Dr. R. H. Playforth, 1991; Dr. Mary Northcutt Powell, 1992; Sen. Woody May, 1993; Dr. J. E. Duncan, 1994; Sherman R. Arnett and Harlen L. Hamm, 1995; Dr. Adron Doran, 1996; Robert S. Bishop and K. Martin Huffman, 1997; and Dr. Charles J. Pelfrey, 1998; Carolyn S. Flatt, 1999; Dr. Earl J. Bentley, 2000; Mrs. Mignon Doran, 2001; and Dr. C. Nelson Grote, 2002.

The Founders Day Committee has recommended that the 2003 award be presented to Mrs. Merl F. Allen of Morehead, a retired high school teacher who served the University as a volunteer for 50 years. The ceremony is scheduled as part of the Founders Day Luncheon at noon on Thursday, March 18.

Mrs. Allen spent 30 years on the Board of Directors of the MSU Alumni Association, including a two-year term as president. She followed that with 20 years as secretary and member of the Board of Trustees of the MSU Foundation, Inc., retiring from that post last year. For a period of two years, she served on both the alumni and foundations boards at the same time and was instrumental in ending the alumni dues program in favor of individual gifts to MSU through the MSU Foundation. She also was involved in starting MSU's deferred giving program through life insurance.

Recommendation:

That the Board of Regents approve the selection of Mrs. Merl F. Allen of Morehead, Ky., as the recipient of the 2003 Founders Day Award for University Service.

NAMING OF HONORS PROGRAM

**BOR (VII)
March 11, 2003**

Background:

The naming of programs at the University requires a recommendation from the President and approval of the Board of Regents. The naming of programs, like the naming of physical facilities, is considered a permanent means of recognizing those who have provided outstanding support, financial or otherwise, to the institution or given exemplary personal service over a sustained period.

Such is the case of Dr. George M. Luckey Jr., professor of philosophy and director of the Academic Honors Program and director of the Center for Critical Thinking. Appointed in 1961, Dr. Luckey today is the senior member of the University faculty and is retiring at the end of the spring semester. His faculty peers honored him in 1991 with the University's Distinguished Teacher Award.

Dr. Luckey had dedicated himself since 1990 to improving the quality and effectiveness of the academic honors program, a six-course cluster of interdisciplinary and seminar courses during the undergraduate years. Restricted to 160 students in the entire student body, the program is designed to accelerate development of intellectual, social and leadership skills of its members through courses, conference presentations and close student/faculty interaction outside the classroom. Dr. Luckey has expanded the participation of our honors students in state, regional and national conferences and has successfully utilized the Honors House to facilitate the involvement of honors students with each other.

Attaching his name to the academic honors program is well-deserved recognition of his dedication to academic excellence throughout his more than four decades of outstanding service to the University.

Recommendation:

That the Board of Regents approve naming of the George M. Luckey Academic Honors Program.

TENURE WITH PROMOTION, 2003

**BOR (IX-A-1)
March 11, 2003**

Background:

Assistant professors who successfully gain tenure are automatically promoted to the rank of associate professor without further review by the University Promotion Committee. Faculty members are responsible for developing their own tenure portfolios for submission to their peers and administrative supervisors for analysis and review during the first semester of the last year of their probationary period. These portfolios are reviewed by departmental committees, as well as by the candidate's department chair and college dean. The University Tenure Committee receives and reviews the recommendations from these peer groups and administrators and forwards its recommendations to the Provost. The President, based upon recommendations from the Provost, submits his recommendations to the Board of Regents.

Recommendation:

That the Board of Regents approve the granting of tenure and promotion to the associate professor rank for the following faculty members with the issuance of their contracts for the 2003-2004 year:

Dr. Marshall Chapman, Geology
Dr. David Eisenhour, Biology
Dr. Gregory Goldey, Government
Ms. Wretha Goodpaster, Radiologic Sciences
Dr. Bruce Grace, Finance
Dr. Kenneth Henderson, Marketing
Dr. Christopher Hensley, Sociology
Dr. Randall McCoy, Information Systems
Dr. Steven Parkansky, Geography
Dr. Philip Prater, Veterinary Technology
Dr. David Smith, Biology
Dr. Capp Yess, Physics

TUITION AND MANDATORY STUDENT FEES

**BOR (IX-A-2)
March 11, 2003**

Background:

On September 22, 2001, the Morehead State University Board of Regents established the institution's tuition and mandatory fee schedule for the 2002-2004 biennium. The schedule was amended by the Board at the June 1, 2002 meeting to include a differential tuition rate for the on-line Masters of Business Administration (MBA) program. The approved 2002-2004 tuition and mandatory fee schedule:

- Included an eight percent (8%) increase each year (2002-2003 and 2003-2004),
- Enabled Morehead State University to continue to offer the lowest tuition rates among the eight public universities in Kentucky,
- Was developed within the attached *Morehead State University Tuition Setting Parameters* document that was initially presented and approved by the Board in September 1999,
- Enabled the University to develop a 2002-2003 budget that reflected the University's commitment to improve compensation for faculty and staff, and the continued advancement of numerous academic and student support initiatives identified in the *Pride & Promise: Morehead State University Strategic Plan 2001-2006*, and
- Helped to offset a two percent (2%) recurring reduction in the base state appropriation.

Based on information released in the 2003 Session of the General Assembly House Budget Report and Senate Budget Report, higher education will receive an additional 2.6% reduction to the 2002-2003 base appropriation. For MSU, that reduction equates to \$1,017,600 and will carry forward into our 2003-2004 state appropriation. One significant difference in the two legislative budget reports is that the Senate Budget Report recommends that a reallocation of \$18.8 million into benchmark funding be added to the higher education base appropriation in 2003-2004. For MSU, this would equate to an additional \$1,008,400.

Therefore, it is proposed that the 2002-2004 tuition and fee schedule initially approved by the Board in September 2001 be amended to include an increase in tuition and mandatory fees not less than 15%, but not greater than 18% in 2003-2004. If approved, this 15% - 18% range will enable the administration to adjust the 2003-2004 tuition and fee increase based on the amount of state appropriations allocated in the final budget approved by legislature. The additional tuition and fee revenue that will result from the increase will help offset MSU's portion of the 2.6% recurring reduction in higher education's state general fund appropriation for 2002-2003. It will also generate new revenue in 2003-2004

necessary to meet the anticipated demands related to enrollment growth and to facilitate the continued advancement of academic and student support initiatives identified through the University's strategic planning process as having high priority. The analysis below describes the needs of the University in relationship to the fiscal situation facing Postsecondary Education and the Commonwealth.

Analysis

The proposed amendment to the tuition and mandatory student fee rate for 2003-2004 would result in an increase in the tuition and mandatory student fees rate for a full-time undergraduate, in-state students of no less than \$219 and no more than \$263 each semester, or between \$438 and \$526 each year. Enrollment projections for the fall 2003 semester have increased from 8,872 to 9,100 based on sustained growth of first-time, full-time freshman and improvements in student retention.

Preliminary 2003-2004 operating budget priorities include:

- Develop a salary compensation package that will progress toward our goal to reach the 50th percentile of salary averages among the Kentucky regional universities (7% faculty pool, 5% staff pool, \$.25 hr and \$1,000 year staff scale adjustments) - \$3.2 million
- Fund increases in health insurance expenses - \$602,328
- Provide recurring funding support for one-half of the faculty and staff salary increases funded in 2002-2003 from institutional reserves - \$325,000
- Meet fixed and unavoidable cost increases - \$1,000,000
- Provide funding for the highest priority strategic initiatives that support the goals and objectives defined in the University Strategic Plan - \$250,000

The decrease in state appropriation support, along with our desire to continue the momentum of enrollment growth, retention and excellence in the classroom, will require a greater reliance on student fee income until state revenues are available to adequately address our past funding deficiencies and to fund new enrollment growth.

Based upon the above analysis, it is projected at this time that the proposed 15% - 18% increase range in tuition and mandatory student fees for the 2003-2004 fiscal period will achieve the essential funding objectives outlined above.

**DESIGNATE AGENT FOR
EMERGENCY MANAGEMENT FUNDING**

**BOR (IX-A-3)
March 11, 2003**

Background:

Federal financial assistance is available in certain disaster and emergency situations through the provisions of the Disaster Relief Act (Public Law 288, 93rd Congress), or otherwise available from the President's Disaster Relief Fund. Both the state Division of Emergency Management and the Federal Emergency Management Agency (FEMA) require that the governing bodies of agencies making requests for such assistance designate an agent to act in behalf of the agency.

The Director of Physical Plant position has historically served as the University's agent with these entities. Mr. Joe Planck, former Director of Physical Plant, was the University's designee with both the state and federal agencies. With Mr. Planck's retirement from the position, a new agent must be designated by the Board.

Recommendation:

That Mr. Gene Caudill, Director of Physical Plant, be designated as the University's agent for transactions with the state Division of Emergency Management and the Federal Emergency Management Agency.

PERSONNEL ACTIONS

**BOR (IX-A-4)
March 11, 2003**

Background:

The Personnel Action Request Report includes actions related to:

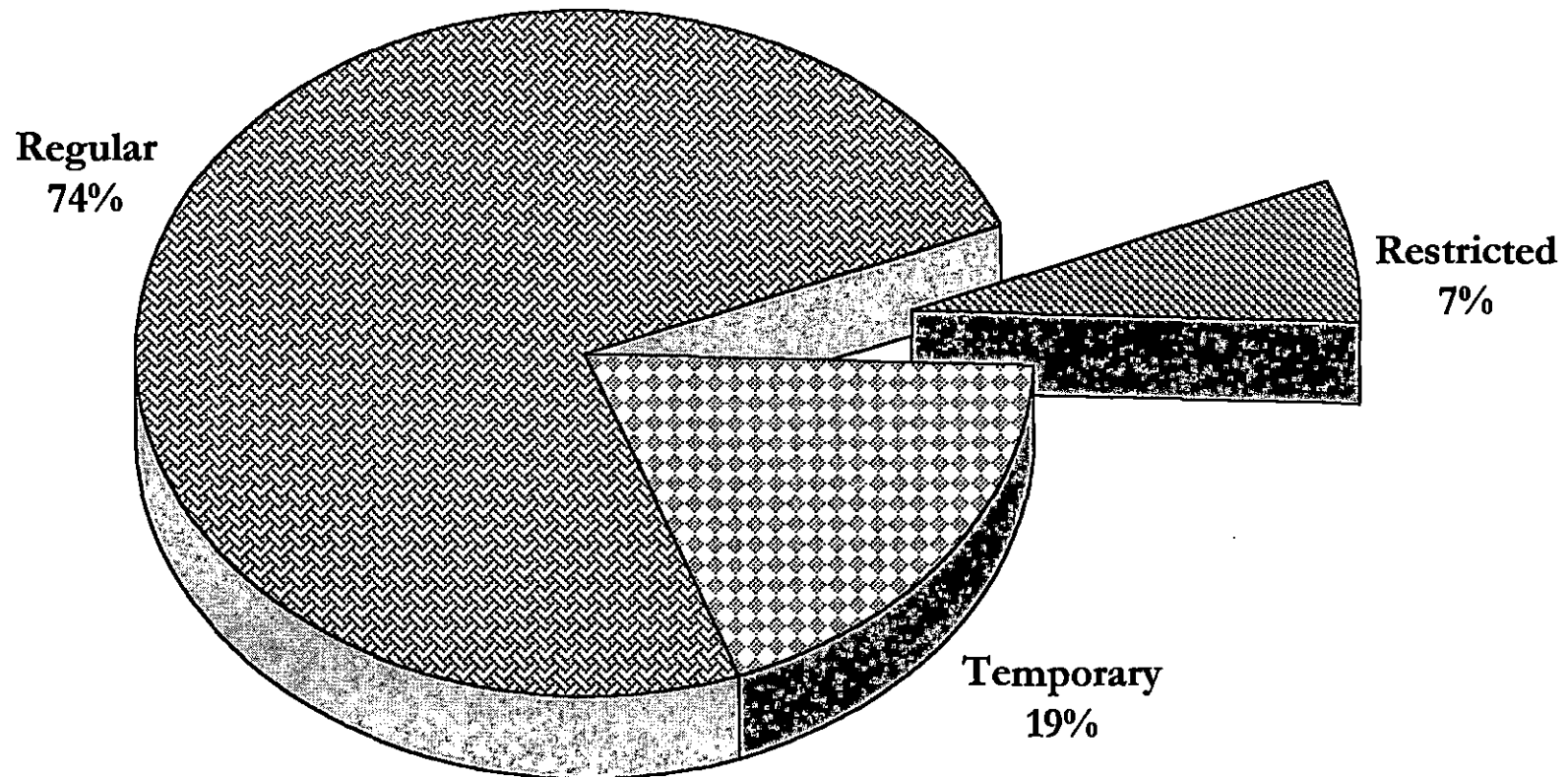
- 1) full-time and continuing part-time faculty, librarians and Executive, Administrative and Managerial employees, excluding supplemental actions not listed under Item 3, below;
- 2) full-time and continuing part-time non-classified Executive, Administrative and Managerial and Professional Staff positions (including supplemental actions);
- 3) supplemental actions for faculty acquiring managerial duties, excluding normal grant activities;
- 4) discipline;
- 5) leave of absences;
- 6) sabbaticals; and
- 7) retirements.

Recommendation:

That the Board ratify the Personnel Actions for the period November 11, 2002, through February 14, 2003.

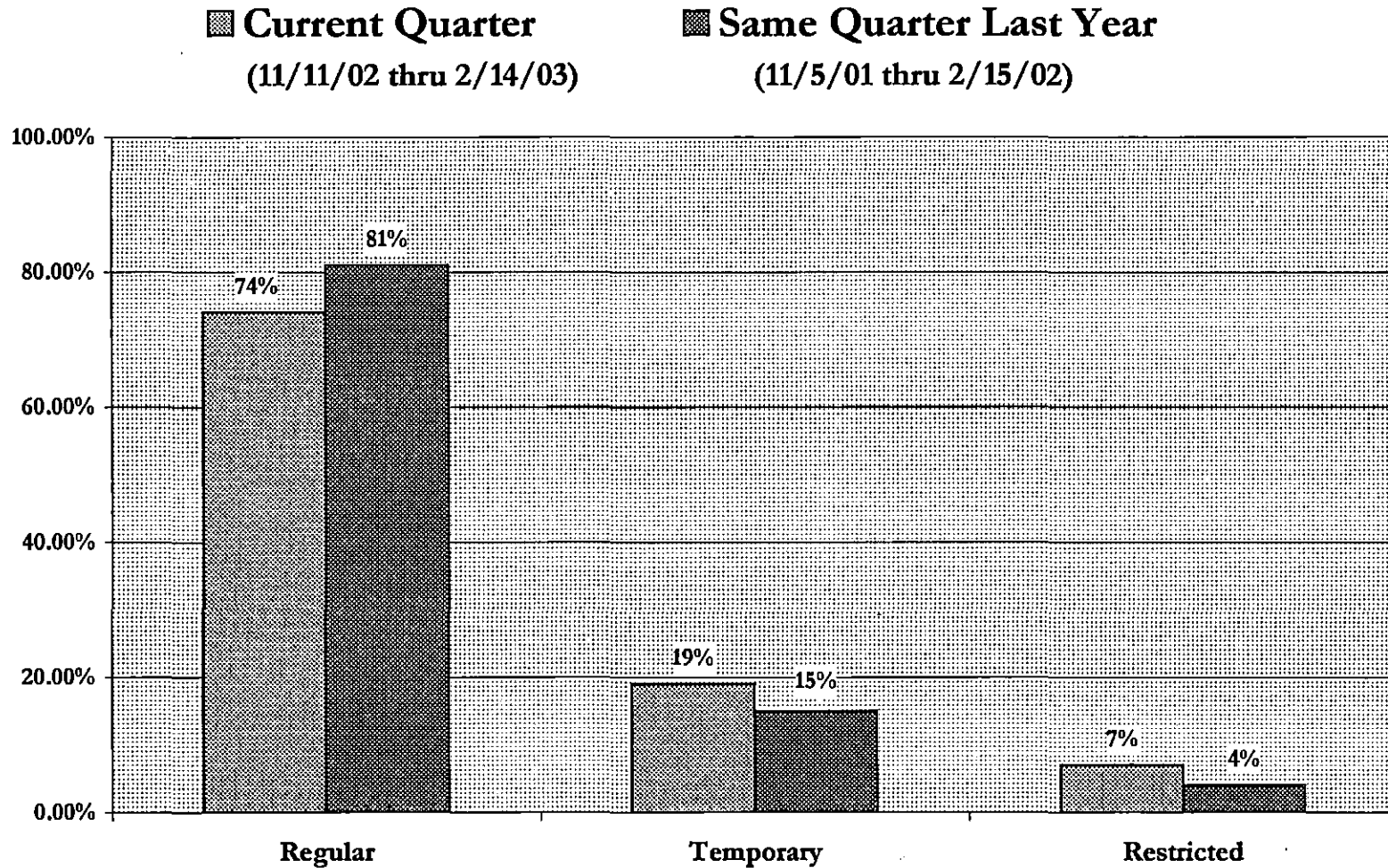
PERSONNEL ACTION REQUEST

11/11/02 thru 2/14/03



Total Number of PARs = 74

COMPARISON CHART FOR PERSONNEL ACTION REQUEST

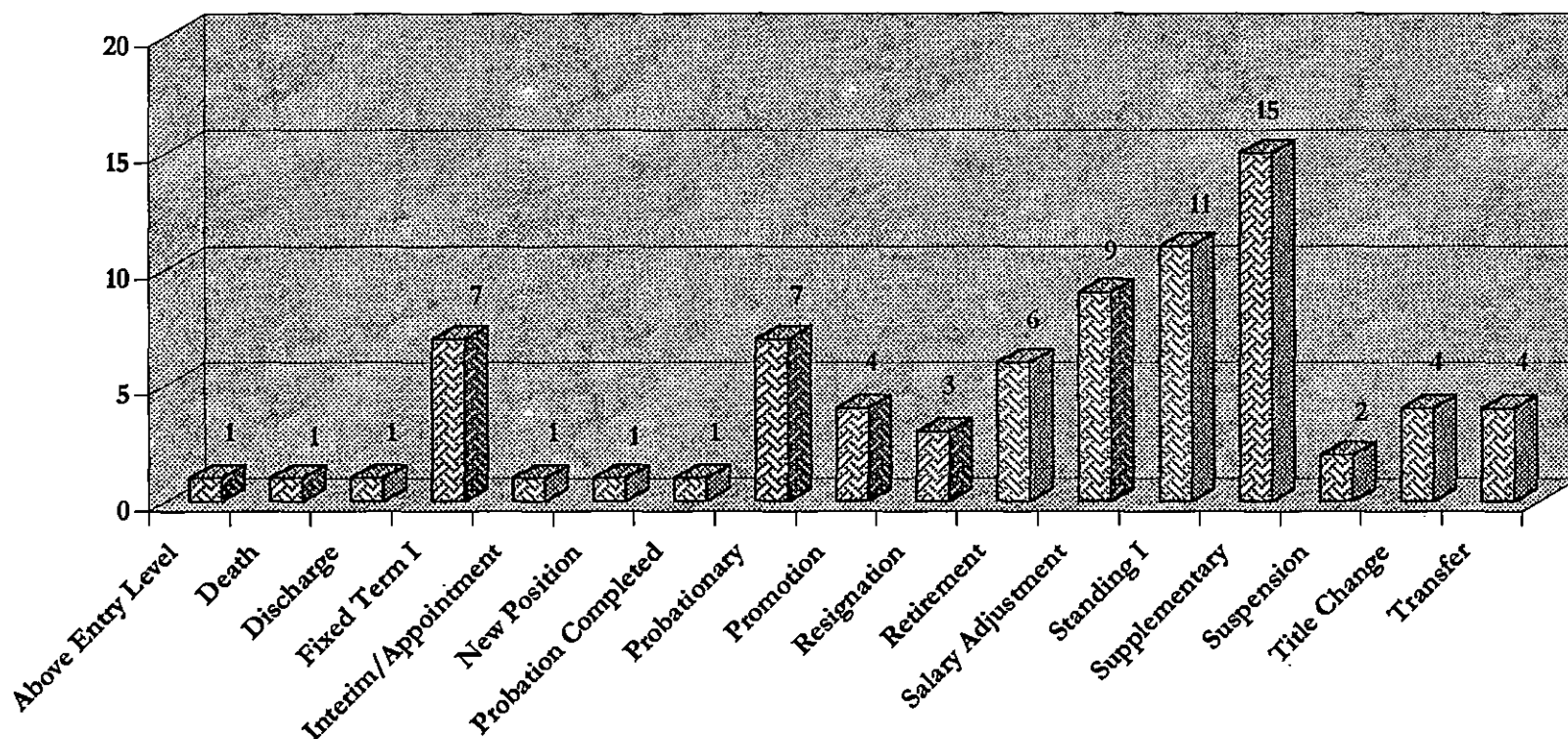


Total Number of PARs

Current Quarter = 74

Same Quarter Last Year = 73

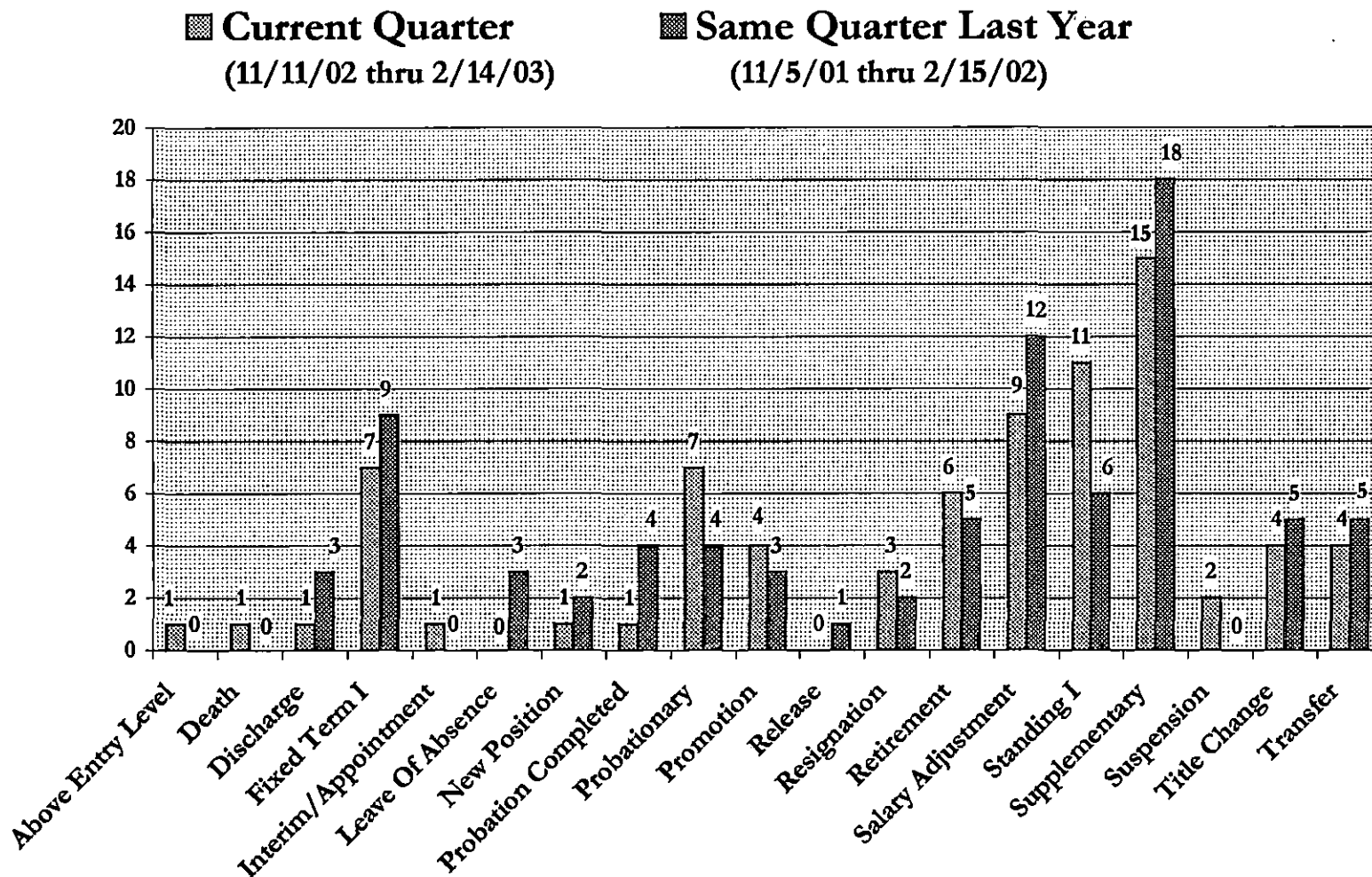
PERSONNEL ACTIONS FOR COVERED ROSTER APPOINTMENTS **11/11/02 thru 2/14/02**



Total Number of PARs = 55

Total Number of Actions = 78

COMPARISON CHART FOR COVERED ROSTER APPOINTMENTS



Total Number of PARs

Current Quarter = 55

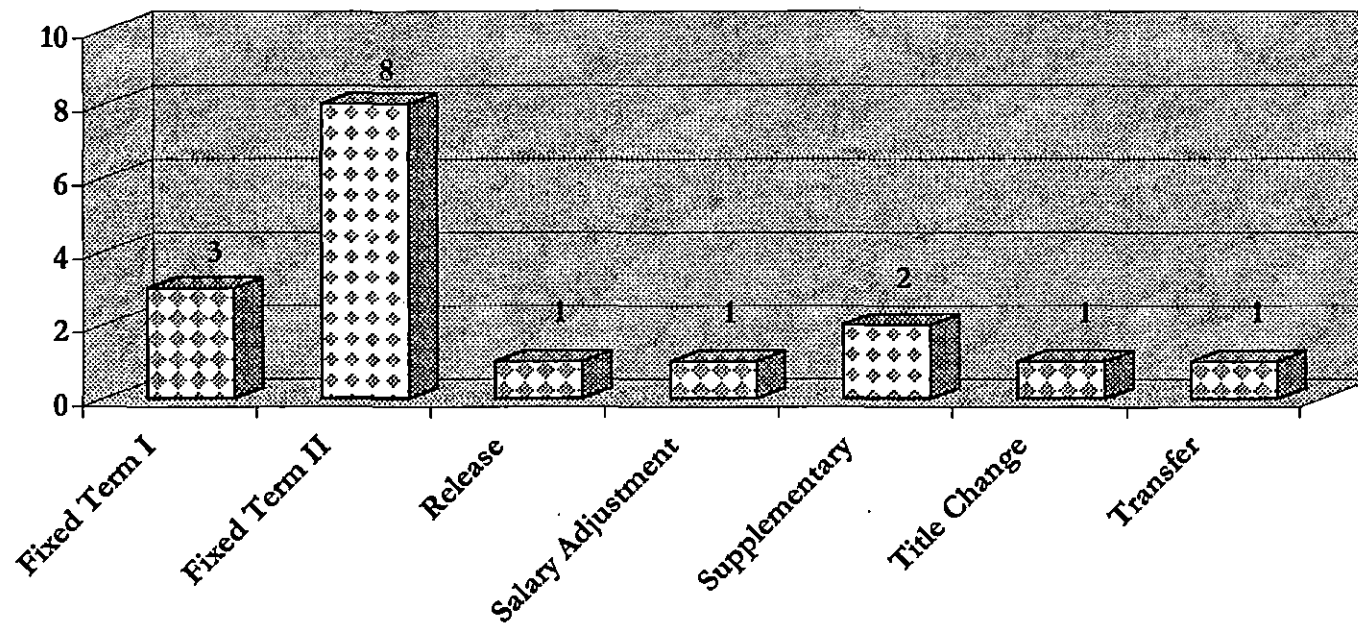
Same Quarter Last Year = 59

Total Number of Actions

Current Quarter = 78

Same Quarter Last Year = 82

**PERSONNEL ACTIONS FOR NON-ROSTERED
TEMPORARY APPOINTMENTS**
11/11/02 thru 2/14/03

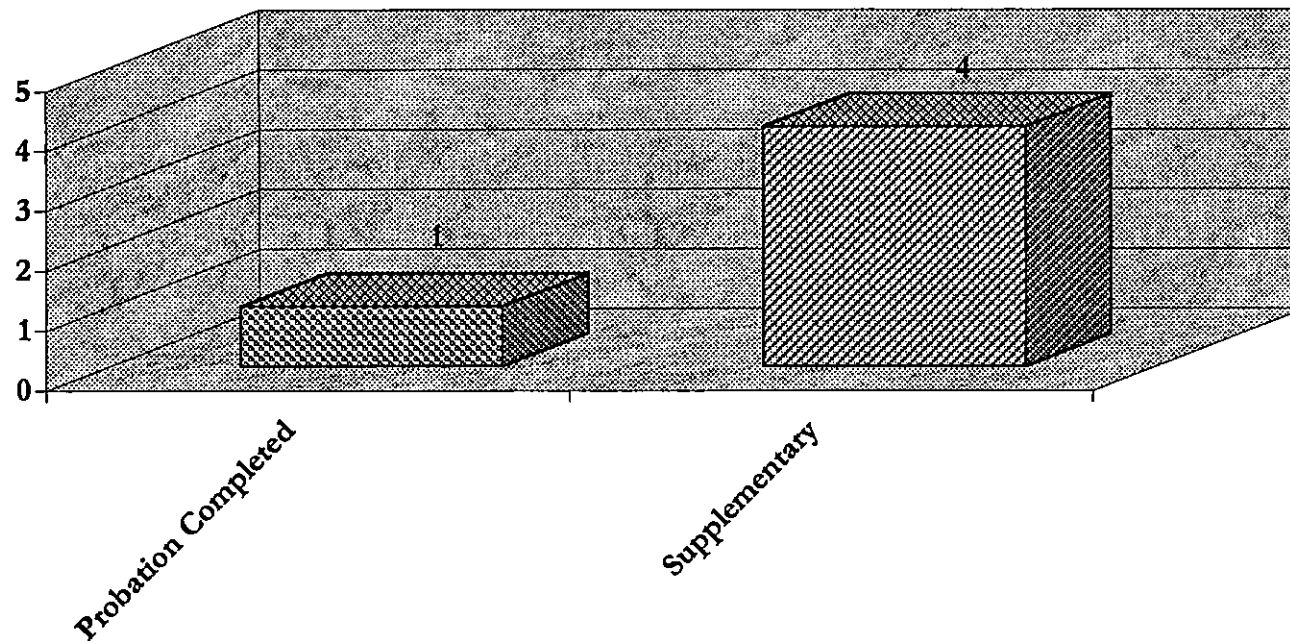


Total Number of PARs = 14

Total Number of Actions = 17

PERSONNEL ACTIONS FOR RESTRICTED APPOINTMENTS

11/11/02 thru 2/14/03



Total Number of PARs = 5

Total Number of Actions = 5

MOREHEAD STATE UNIVERSITY
STANDING I AND STANDING II POSITIONS SUMMARY
02/14/03

<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>% Current Strength</u>
OFFICE OF THE PRESIDENT	6.00	6.00	0.00	6.00	100.00
DIVISION OF UNIVERSITY RELATIONS	32.50	32.50	0.00	31.00	95.38
DIVISION OF DEVELOPMENT	14.00	14.00	0.00	13.00	92.86
DIVISION OF PLANNING AND TECHNOLOGY	0.00	43.00	43.00	43.00	100.00
DIVISION OF ADMINISTRATION AND FISCAL SERVICES	111.00	68.00	-43.00	68.00	100.00
PHYSICAL PLANT	152.00	154.70	2.70	148.00	95.67
DIVISION OF STUDENT LIFE	125.30	128.30	3.00	119.80	93.37
DIVISION OF ACADEMIC AFFAIRS	29.50	29.50	0.00	28.50	96.61
CAUDILL COLLEGE OF HUMANITIES	142.11	142.11	0.00	134.61	94.72
COLLEGE OF BUSINESS	56.50	56.50	0.00	50.50	89.38
COLLEGE OF EDUCATION	90.00	91.00	1.00	83.00	91.21
COLLEGE OF SCIENCE AND TECHNOLOGY	153.10	154.10	1.00	146.10	94.81
INSTITUTE FOR REGIONAL ANALYSIS & PUBLIC POLICY	14.00	17.00	3.00	15.00	88.24
GRADUATE AND UNDERGRADUATE PROGRAMS	43.14	44.14	1.00	43.14	97.73
CAMDEN-CARROLL LIBRARY	39.00	39.00	0.00	37.00	94.87
	1008.15	1019.85	11.70	966.65	94.78

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

DEFINITIONS OF THE DIFFERENT KINDS OF APPOINTMENTS

- Standing I:** Appointment to a continuing full-time faculty, administrative or staff (exempt or non-exempt) position with benefits fully covered. No ending date. Appointment may be terminated, if for cause.
- Standing II:** Appointment to a continuing part-time faculty, administrative or staff (exempt or non-exempt) position with prorated sick and vacation leave. No ending date. Appointment may be terminated, if for cause.
- Fixed Term I:** Appointment to a full-time faculty, administrative or staff (exempt or non-exempt) position for at least six calendar months but not to exceed one year and with benefits fully covered. Non-faculty appointments may be renewed from year to year. Faculty appointments may be renewed from year to year but cannot exceed five academic years. Terminable on specified ending date of appointment, or earlier, if for cause.
- Fixed Term II:** Appointment to a full-time (up to six calendar months) or part-time (up to one year) faculty, administrative or staff exempt position with only mandated benefits. Terminable on specified ending date of appointment, or earlier, if for cause.
- Supplementary:** Supplementary appointment to original employment agreement. For example, Summer I & II faculty appointments or 9 month appointment extended to 10, 11, or 12 month appointment. Also used for additional responsibilities as supplement to Standing or Fixed Term appointments. For example, an administrator teaching a class or compensation for over-the-road pay. Not to be used for regular overtime pay. A supplemental appointment does not change an employee's base pay or employment status.

**THE FOLLOWING ARE TYPES OF APPOINTMENTS & PERSONNEL ACTIONS
REPORTED IN THE APPOINTMENT STATUS ACTIONS SECTION:**

ABOVE ENTRY LEVEL

PROMOTION

DEATH

RELEASE

DISCHARGE

RESIGNATION

FIXED TERM I

RETIREMENT

FIXED TERM II

SALARY ADJUSTMENT

INTERIM/APPOINTMENT

STANDING I

NEW POSITION

SUSPENSION

PROBATION COMPLETED

TITLE CHANGE

PROBATIONARY

TRANSFER

Appointment Status Actions
11/11/2002 - 02/14/2003

Name

Title

Department

Roster ID

Position Base Salary

Salary

Description

Effective Date

Fund Source

APPLEGATE, JASON SCOTT
Instructor, Radiologic Tech.
Nurs. & All. Hlth.-Rad. Scien.

\$22,000.00

Release

12/13/2002

BAILEY, REBECCA LYNN
Instructor of English
English, Foreign Lang. & Phil.

\$26,000.00/9 mo.

Fixed Term I
Transfer
Salary Adjustment
Title Change
(From ESL Teacher,
English Lang. Ctr. to
Instr. of English, EFL&P.
From \$26,139 to \$26,000)

01/01/2003 - 05/09/2003

Roster ID # 002996

BALLARD, D. MATT
Head Football Coach
Football
1135
\$81,453.00

\$81,453.00

Fixed Term I

01/01/2003 - 12/31/2003

BLAIR, ALTA S.
Assoc. Professor of Nursing
Nursing & All. Health-BSN Prog
1057
\$48,821.00

\$48,821.00

Retirement

05/09/2003

Appointment Status Actions

11/11/2002 - 02/14/2003

Name

Title

Department

Roster ID

Position Base Salary

Salary

Description

Effective Date

Fund Source

BRONSON, NAOMI RUTH
Assistant Basketball Coach
Women's Basketball
650
\$35,840.00

\$35,840.00/11 mo.

Fixed Term I
Probation

11/18/2002 - 03/31/2003

CAUDILL, LARRY GENE
Dir., Physical Plant
Office of Physical Plant
698
\$78,936.00

\$80,936.00
(\$2,000.00 incr.)

Probation Completed
Salary Adjustment

12/28/2002

Opening Bud-Undist.

CLICK, JANE ALISA
Instructor of Nursing
Nursing & All. Health-BSN Prog

\$18,000.00

Fixed Term II

01/13/2003 - 05/09/2003

Roster ID # 000292

CLINE, JOSEPH STUART
Director of Public Safety
Office of Public Safety
100
\$45,753.00

\$40,339.00

Standing I
Probation
Promotion
Salary Adjustment
Title Change
Transfer
(From Assistant Director
to Director of Public
Safety. From \$32,039 to
\$40,339. \$8,300 incr.)

01/01/2003

Appointment Status Actions

11/11/2002 - 02/14/2003

Name

Title

Department

Roster ID

Position Base Salary

Salary

Description

Effective Date

Fund Source

COLLINSWORTH, MATT DOUGLAS

Director of Folk Art Center

Folk Art Center

3171

\$41,976.00

\$50,000.00

Standing I

Probation

Above Entry Level

03/10/2003

Operating Expenses

COOPER, WAYSON KEITH

Police Officer

Office of Public Safety

101

\$9.88/hr.

\$9.88/hr.

Suspension

(Without pay)

01/05/2003 - 01/06/2003

DAILEY, PORTER

V.P. Admin. & Fiscal Services

Off., VP Adm. & Fiscal Serv.

20

\$118,001.00

\$118,001.00

Retirement

01/31/2003

DOUGLAS, STELLA FAYE

Building Services Technician

Building Services

797

\$7.53/hr.

\$7.53/hr.

Discharge

01/29/2003

11/11/2002 - 02/14/2003

Position Base Salary

Fund Source

01/01/2003 - 12/31/2003

Appointment Status Actions
11/11/2002 - 02/14/2003

Name
Title
Department
Roster ID

Position Base Salary	Salary	Description	Effective Date	Fund Source
HALL, KEVIN BRENT Director of Gear-Up Gear-Up Program	\$53,000.00	Probation Completed	12/28/2002	Restricted
HAMMOND, CATHY LYNN Instructor of HPER Health, P.E. & Sport Science	\$14,000.00	Fixed Term II	01/13/2003 - 05/09/2003	Roster ID # 000395
HARE, JANELLE M. Assistant Professor of Biology Biological & Environmental Sci 564 \$41,000.00	\$43,000.00	Standing I	08/07/2003	Roster ID # 002996
HAZLER, KITTY YVONNE Assistant Professor Education Elem. Read. & Spec. Education 3111 \$40,000.00	\$41,000.00 (\$1,000.00 incr.)	Salary Adjustment (Received doctoral degree)	01/08/2003	Roster ID # 002996
HOLDER, TIMOTHY DAVID Visiting Assistant Professor Geog., Government & History	\$15,300.00	Fixed Term I	01/13/2003 - 05/09/2003	Roster ID # 000612
HORN, CONSTANCE M. Instructor of Education Elem. Read. & Spec. Education	\$14,000.00	Fixed Term II	01/13/2003 - 05/09/2003	Roster ID # 003224

Appointment Status Actions

11/11/2002 - 02/14/2003

Name

Title

Department

Roster ID

Position Base Salary

Salary

Description

Effective Date

Fund Source

KARWATKA, DENNIS
Professor of Industrial Educ.
Ind. Educ. & Technology
260
\$61,799.00

\$61,799.00

Retirement

05/10/2003

LEWIS, MARGARET
Director, MSU @ Prestonburg
MSU at Prestonsburg
2908
\$75,124.00

\$75,124.00

Death

12/04/2002

MARTIN, MAURICE W.
Asst. Professor of HPER
Health, P.E. & Sport Science
433
\$42,904.00

\$42,904.00

Resignation

07/03/2003

MARTINAT, DAVID EMILE
Snack Vending Stock Clerk
Snack Vending
3231
\$7.92/hr.

\$7.92/hr.

Probation
(Extension of
probationary period)

12/30/2002 - 01/30/2003

Appointment Status Actions
11/11/2002 - 02/14/2003

Name
Title
Department
Roster ID

Position Base Salary	Salary	Description	Effective Date	Fund Source
MCGHEE, PAUL RALPH Professor of Education Elem. Read. & Spec. Education 1030 \$69,069.00	\$3,837.00	Interim Appointment (Interim Chair, LSED)	01/02/2003 - 05/31/2003	Roster ID # 003224
MCMICHAEL, CHRISTINE ELEANA Asst. Professor of Geography Inst. Region. Analy. Pub. Pol. 3274 \$45,988.00	\$44,000.00	Standing I	08/07/2003	
MOORE, ZACHARY ALAN Assistant Football Coach Football 2284 \$26,848.00	\$26,848.00	Fixed Term I	01/01/2003 - 12/31/2003	
NASS, EDWARD G. Assoc. Prof. Industrial Educ. Ind. Educ. & Technology 264 \$50,643.00	\$50,643.00	Retirement	05/10/2003	
NEHRING, DANIEL FREDRIC Instructor of Management Manag., Market. & Real Estate	\$18,000.00	Fixed Term I	01/13/2003 - 05/09/2003	Roster ID # 001177

Appointment Status Actions
11/11/2002 - 02/14/2003

Name
 Title
 Department
 Roster ID

Position Base Salary	Salary	Description	Effective Date	Fund Source
O'BRIEN, TIMOTHY Asst. Professor of Mathematics Mathematical Sciences 574 \$41,000.00	\$43,000.00	Standing I	08/07/2003	Roster ID # 002996
OLDFIELD, MARY ALICE Instructor of Education Elem. Read. & Spec. Education	\$14,000.00	Fixed Term II	01/13/2003 - 05/09/2003	Roster ID # 002484
PATRICK, BETH G. V.P. for Planning & Technology Office of Planning & Budgets 5 \$97,793.00	\$102,000.00 (\$4,207.00 incr.)	Standing I Promotion Transfer Salary Adjustment Title Change New Position (From Assoc. V.P. to V.P. for Planning & Technology)	01/01/2003	Roster ID # 000020
POWELL, MADELINE Instructor of Education Elem. Read. & Spec. Education	\$14,000.00	Fixed Term II	01/13/2003 - 05/09/2003	Roster ID # 002484

Appointment Status Actions

11/11/2002 - 02/14/2003

Name

Title

Department

Roster ID

Position Base Salary

Salary

Description

Effective Date

Fund Source

PURNELL, BRENDA J.
Special Cataloging Technician
Camden Carroll Library
690
\$12.53/hr.

\$12.53/hr.

Retirement

01/31/2003

ROGERS, DONNA VEE
Instructor of Education
Elem. Read. & Spec. Education

\$14,000.00

Fixed Term II

01/13/2003 - 05/09/2003

Roster ID # 003224

SHAUGHNESSY, MICHAEL J.
Assistant Professor of Biology
Biological & Environmental Sci
563
\$58,005.00

\$43,000.00

Standing I

08/07/2003

SHEYBANI, EHSAN OLLAH
Asst. Prof. Ind. Educ. & Tech.
Ind. Educ. & Technology
1282
\$45,000.00

\$55,000.00

Salary Adjustment
(From \$48,000 to \$55,000.
\$7,000 incr.)

01/01/2003

Roster ID # 002996

SWAN, MICHAEL LYNN
Women's Volleyball Coach
Women's Volleyball
1779
\$32,803.00

\$32,803.00

Resignation

01/24/2003

Appointment Status Actions
11/11/2002 - 02/14/2003

Name
Title
Department
Roster ID

Position Base Salary	Salary	Description	Effective Date	Fund Source
TANNER, GEORGE Asst. Professor of Management Manag., Market. & Real Estate 3324 \$67,581.00	\$67,581.00	Resignation	05/14/2003	
TEEGARDEN, MAUDE BOGGS Instructor of Education Elem. Read. & Spec. Education	\$14,000.00	Fixed Term II	01/13/2003 - 05/09/2003	Roster ID # 003224
TENYER, ROBERT J. Coord., Recruiting Football 1137 \$32,315.00	\$32,315.00	Fixed Term I	01/01/2003 - 12/31/2003	
TERRY, SHERRY KAY Perkins Loan Accountant Accounting & Budgetary Control 3189 \$20,364.00	\$20,364.00	Probation (Extension of probationary period)	01/01/2003 - 03/31/2003	
THOMPSON, KRISTIN JOAN CEBULLA Asst. Professor of Mathematics Mathematical Sciences 570 \$42,000.00	\$43,000.00 (\$1,000.00 incr.)	Salary Adjustment (Received doctoral degree)	01/08/2003	Roster ID # 002996

Appointment Status Actions
11/11/2002 - 02/14/2003

Name
Title
Department
Roster ID

Position Base Salary	Salary	Description	Effective Date	Fund Source
VITON, JOHN Assoc. Professor of Music Music 860 \$45,653.00	\$45,653.00	Suspension (Without pay)	12/16/2002 - 12/20/2002	
WALLACE, MICHAEL L. Asst. Professor of Science Physical Sciences 136 \$42,000.00	\$43,000.00 (\$1,000.00 incr.)	Salary Adjustment (Received doctoral degree)	08/12/2002	Roster ID # 002996
WALLIS, MANDI FAYE Residence Hall Director Office of Student Housing 1099 \$20,364.00	\$20,364.00	Probation (Extension of probationary period)	04/26/2003 - 07/26/2003	
WALTERS, MICHAEL RAY V.P. Admin. & Fiscal Serv. Off., VP Adm. & Fiscal Serv. 20 \$113,826.00	\$110,000.00	Standing I Promotion Title Change Transfer Salary Adjustment (From Assoc. V.P., Fiscal Serv. to V.P., Admin. & Fiscal Serv. From \$94,571 to \$110,000. \$15,429 in.)	02/01/2003	

Appointment Status Actions

Title

Roster ID

Salary

Effective Date

\$4,000.00

02/01/2003

Transfer

Salary Adjustment

Title Change

Promotion

(From Assoc. V.P., Fiscal
Serv. to Treasurer, Board
of Regents)

\$42,000.00/annual

02/17/2003 - 12/31/2003

Special Teams Coordinator

Probation

\$42,000.00

\$42,000.00

01/06/2003

Agricultural & Human Sciences

\$58,923.00

**THE FOLLOWING IS THE TYPE OF PERSONNEL ACTION REPORT
IN THE SUPPLEMENTAL ACTIONS SECTION:**

SUPPLEMENTARY

Total for this report = \$42,262.00

Managerial Duties	\$5,000.00
Over The Road	\$331.00
Teaching	\$10,100.00
Other	\$26,831.00

Supplemental Actions
11/11/2002 - 02/14/2003

Name				
Title				
Current Salary	Supplement	Description	Effective Date	Fund Source
<u>Office of Athletics</u>				
MACY, KYLE ROBERT	\$3,000.00	Radio Broadcasting	11/08/2001 - 02/26/2002	Unbudgeted Revenues
Head Basketball Coach	\$1,800.00	Eagle Sports Network	12/31/2002 - 12/31/2002	Unbudgeted Revenues
\$76,066.00				
<u>Football</u>				
BALLARD, D. MATT	\$750.00	PFL Coach of the Year	12/09/2002 - 12/31/2002	Unbudgeted Revenues
Head Football Coach				
\$81,453.00				
<u>Geog., Government & History</u>				
EDGENS, JEFFERSON GORDON	\$2,100.00	Teach 3 hrs.	08/19/2002 - 12/13/2002	Lecturer Acct.
Director at MSU-Jackson	\$2,100.00	Teach 3 hrs.	01/13/2003 - 05/09/2003	Lecturer Acct.
\$58,368.00	\$221.00	Over the Road	08/19/2002 - 12/13/2002	Over The Road Acct.
<u>College of Education</u>				
BRANHAM, DAN H.	\$450.00	Consl. Eisenhower Grant	06/13/2002 - 06/13/2002	Restricted
Dean, College of Education	\$14,000.00	Covington Ind. School	12/23/2002 - 06/30/2003	Restricted
\$100,104.00				
<u>Elem. Read. & Spec. Education</u>				
WILLIS, WAYNE	\$5,000.00	Assistant to the Dean	01/02/2003 - 05/31/2003	Roster ID # 003224
Professor of Education				
\$56,436.00				

Supplemental Actions
11/11/2002 - 02/14/2003

Name

Title

Current Salary

Supplement

Description

Effective Date

Fund Source

Health, P.E. & Sport Science

BREEDEN, WAYNE T. Assistant Basketball Coach \$46,830.00	\$2,100.00	Teach 3 hrs.	01/13/2003 - 05/09/2003	Lecturer Acct.
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DUNN, GARY W. Offensive Coordinator \$34,130.00	\$700.00	Teach 1 hr.	08/19/2002 - 12/13/2002	Lecturer Acct.
	\$700.00	Teach 1 hr.	01/13/2003 - 05/09/2003	Lecturer Acct.

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TENYER, ROBERT J. Coord., Recruiting \$32,315.00	\$2,100.00	Teach 3 hrs.	08/19/2002 - 12/13/2002	Lecturer Acct.
	\$2,100.00	Teach 3 hrs.	01/13/2003 - 05/09/2003	Lecturer Acct.

Psychology

FOX, AMY JO Medical Dept. Psychologist \$52,480.00	\$2,100.00	Teach 3 hrs.	08/19/2002 - 12/13/2002	Lecturer Acct.
	\$110.00	Over the Road	08/19/2002 - 12/13/2002	Over The Road Acct.
	\$2,400.00	Teach 3 hrs.	01/13/2003 - 05/09/2003	Lecturer Acct.
	\$110.00	Over the Road	01/13/2003 - 05/09/2003	Over The Road Acct.

Inst. Region. Analy. Pub. Pol.

HAIL, MICHAEL W. Dir., Div. App. Res. Ser,&Pol. \$64,176.00	\$4,000.00	Tri-State Study Grant	07/01/2002 - 10/15/2002	Restricted
	\$2,400.00	HUD Youthbuild Project	10/15/2002 - 02/28/2003	Restricted

RUDY, DAVID R. Dean Inst Reg Anal & Pub Pol. \$105,985.00	\$1,500.00	HUD Youthbuild Project	10/15/2002 - 02/28/2003	Restricted
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Supplemental Actions
11/11/2002 - 02/14/2003

Name

Title

Current Salary

Supplement

Description

Effective Date

Fund Source

Academic Support & Retention

TOBIN, JONELL Director, MSU @ West Liberty \$71,310.00	\$700.00	Teach MSU 101	01/13/2003 - 04/18/2003	Lecturer Acct.
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Real Estate Grant

MCCORMICK, BEVERLY JOYCE Asst. VP for Academic Affairs \$79,691.00	\$2,100.00 \$800.00 \$991.00	Teach MSU 101 KY Core Real Est. Course Honorarium	08/19/2002 - 11/29/2002 10/10/2002 - 10/10/2002 07/30/2002 - 09/30/2002	Lecturer Acct. Unbudgeted Revenues Restricted
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Beg. TIP (Educat. Serv. Unit)

BLAIR, SHIRLEY S. Dir., Educational Service Unit \$64,936.00	\$248.00 \$248.00 \$248.00 \$248.00 \$2,400.00 \$600.00 \$330.00 \$1,800.00 \$330.00 \$1,800.00 \$330.00	KTIP training KTIP training KTIP training KTIP training Additional duties KDE training sessions 6 KTIP visits Scholastic Audit 6 KTIP visits Scholastic Audit 6 KTIP visits	07/09/2002 - 07/09/2002 07/23/2002 - 07/23/2002 08/06/2002 - 08/06/2002 08/17/2002 - 08/17/2002 07/06/2002 - 10/31/2002 09/24/2002 - 09/27/2002 09/12/2002 - 11/13/2002 01/07/2003 - 01/07/2003 09/17/2002 - 11/13/2002 11/03/2002 - 11/08/2002 01/30/2003 - 02/03/2003	Restricted Restricted Restricted Restricted Roster ID # 000397 Restricted Restricted Restricted Restricted Restricted Restricted
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**ACCEPT SECOND QUARTER
FINANCIAL REPORT AND
AMEND OPERATING BUDGET**

**BOR (IX-A-5)
March 11, 2003**

Background:

The University has a statutory requirement to furnish quarterly financial reports to the Board of Regents. Financial statements have been prepared as of December 31, 2002, the second quarter of the fiscal year ending June 30, 2003. The statements, along with management's discussion and analysis and budget amendment information are attached.

Recommendation:

That the Board accept the financial statements and amend the operating budget for the second quarter of the fiscal year that will end June 30, 2003.

Management's Discussion and Analysis
Second Quarter Financial Statements
Morehead State University
December 31, 2002

This discussion and analysis of Morehead State University's financial statements provides an overview of the University's financial activities for the six months that ended on December 31, 2002. The statements and this discussion and analysis have been prepared by Administration and Fiscal Services staff.

Using These Financial Statements

This report consists of two basic financial statements. The Statements of Net Assets includes information about the assets, liabilities and net assets, or fund balances, of the entire University. The Statements of Revenues, Expenditures and Changes in Fund Balance provides information about the unrestricted current funds revenues, expenditures and transfers of the University. The statements are prepared on an accrual basis and reflect the results of all transactions that affect the financial status of Morehead State University. These financial statements have not been prepared in full accordance with *Government Accounting Standards Board Statement 35* (GASB 35). Interim statements are prepared using a fund approach to facilitate budget comparisons and management decisions. Year-end statements are prepared in the GASB 35 format.

Financial Highlights

Morehead State University's financial picture remains stable through the second quarter of the 2002-2003 fiscal year. During the six months ending December 31, 2002 the University operated with a surplus of revenues over expenditures and transfers in the amount of \$18,924,657. This level of operating surplus is expected at this time, since most of the billings for the Spring 2003 semester are reflected in the tuition and fees revenue and only expenditures through December 31, 2002 are reflected. Expenditures will increase through the next two quarters with revenues trailing off, which will erode the level of surplus. As the year concludes, the variance between revenues and expenditures will decrease and should reflect a more appropriate operating surplus or deficit.

The 2002/2003 Operating Budget reflects a decrease of \$768,600 (2%) in state operating appropriations. Included in the 2002/2003 state operating appropriations is \$1,825,800 allocated from the Action Agenda, Enrollment Growth and Retention and Faculty Development Trust Funds established by the Council on Postsecondary Education in 2001/2002.

The following table illustrates how enrollment growth in fall 2002 and the 2% reduction in state appropriations combined to reduce the total state support received per student by \$203.

	2001-2002	2002-2003
State Appropriations - Operating	\$40,536,700	\$41,203,700
Student FTE	6,869	7,230
Total State Appropriations per student FTE	\$5,902	\$5,699

Significant trends and variances for the six months are summarized as follows:

- As can be seen from the Statements of Net Assets, investments increased approximately \$4.2 million from the second quarter of the previous year and the reflected cash has increased by approximately \$.3 million, for a net increase of \$4.5 million.
- Accounts receivable have increased slightly compared to December 31, 2001, with the increase due to timing for billing for financial aid credits to student accounts.
- The net investment in capital assets has decreased about \$4.3 million since December 31, 2002, but there was a GASB 34/35 adjustment for depreciation of library books of \$10.2 million recorded in June 2002. Had that adjustment been reflected in these statements, the change would have been an increase of \$5.9 million compared to the same period last year. For this fiscal year, the net increase has been approximately \$1.8 million. This fiscal year increase relates mainly to Life Safety Projects, \$1.6 million; Family Housing, \$.4 million; Breckinridge and Dam Repairs, \$.6 million; Library, \$.6 million; various internally managed projects, \$.6 million; and equipment purchases \$.6 million; for a total of \$4.4 million, less estimated depreciation of approximately \$2.6 million, for a net increase of about \$1.8 million.
- The percentage of revenue assessments compared to budget projections appears to be in line with expectations through the second quarter of a fiscal year, considering that most tuition, fee and housing revenues had been billed as of December 31, 2002. Budgets for the major revenue categories of tuition and housing were based on projections of enrollment and residence hall occupancy. Fall semester projections for both these categories were exceeded.
- Expenditure trends also appear to be proceeding according to the budget plan, considering normal cyclical and timing differences.

MOREHEAD STATE UNIVERSITY

Statements of Net Assets December 31, 2002 and 2001

ASSETS	<u>2002</u>	<u>2001</u>
Cash	\$21,231,357	\$20,865,722
Investments in US government obligations-at cost	26,787,632	22,571,939
Accounts Receivable	23,068,524	18,059,085
Inventories	1,841,093	2,004,609
Notes Receivable	3,383,338	3,380,373
Land, Buildings, Equipment and Library Collection- net of depreciation	<u>106,037,050</u>	<u>110,309,640</u>
TOTAL ASSETS	<u>\$182,348,995</u>	<u>\$177,191,368</u>
 LIABILITIES AND NET ASSETS		
Liabilities		
Accounts payable	\$223,201	\$2,119,500
Accrued salaries and other liabilities	718,505	1,091,324
Unearned revenues-state and federal grants	1,493,433	636,650
Deposits	1,639,507	1,456,254
Accrued vacation pay	2,466,736	956,349
Bonds and notes payable	<u>35,706,413</u>	<u>27,928,935</u>
Total Liabilities	<u>\$42,247,794</u>	<u>\$34,189,012</u>
Net Assets		
Capital	\$70,330,638	\$82,380,705
Non-capital		
Restricted	34,234,466	26,376,520
Non-restricted	<u>35,536,097</u>	<u>34,245,131</u>
Total Net Assets	<u>\$140,101,200</u>	<u>\$143,002,356</u>
TOTAL LIABILITIES AND NET ASSETS	<u>\$182,348,995</u>	<u>\$177,191,368</u>
 ANALYSIS OF NON-RESTRICTED FUND BALANCE		
Allocations		
Working Capital		
Accounts Receivable	\$14,905,183	\$11,535,490
Inventories	1,841,093	2,004,609
Cashier's Operating Funds	259,500	128,500
Budgeted Fund Balance-Capital Projects	4,570,955	5,545,355
Budgeted Fund Balance-Non-capital Projects	<u>3,656,984</u>	<u>4,268,062</u>
Total Working Capital	<u>\$25,233,715</u>	<u>\$23,482,016</u>
Funded Reserves	<u>\$906,673</u>	<u>\$1,394,900</u>
Total Allocated Fund Balance	\$26,140,388	\$24,876,916
Unallocated Fund Balance	<u>9,395,709</u>	<u>9,368,215</u>
Total Unrestricted Fund Balance	<u>\$35,536,097</u>	<u>\$34,245,131</u>

See Attached Notes To Statements of Net Assets - Entity Wide Perspective

**NOTES TO STATEMENTS OF NET ASSETS
MOREHEAD STATE UNIVERSITY
DECEMBER 31, 2002 AND 2001**

1. These Statements of Net Assets include the unrestricted current funds, restricted current funds, endowment funds, and plant funds of the University. Agency funds held for others are not included.
2. Accounts receivable are shown net of allowance for uncollectible student accounts of \$919,309 at December 31, 2002, and \$786,151 at December 31, 2001. Also included in this category is the sum of \$2,597,278 receivable from federal and state grant agencies at December 31, 2002 and \$1,830,991 at December 31, 2001.
3. Notes receivable represent balances owed the University from borrowers who have participated in the National Direct Student Loan Program and the Nursing Student Loan Program. The balances are presented net of allowances for uncollectible accounts in the amount of \$151,885 at December 31, 2002 and \$151,885 at December 31, 2001.
4. Accumulated depreciation on buildings and equipment was \$103,273,400 at December 31, 2002 and \$87,644,972 at December 31, 2001.
5. Accrued salaries and other liabilities include amounts due for withheld and matching portions of payroll taxes and estimated claims payable but unsubmitted to the University's health insurance program.
6. Unearned revenues from federal and state grants represent amounts received but not expended at the balance sheet dates.
7. Bonds and notes payable include both the current and long-term portions of amounts borrowed to finance the purchase of plant assets.
8. The capital portion of the net assets balance is the equity the University has in land, buildings, equipment, and library holdings.
9. Restricted net assets include the fund balances of the restricted current funds, endowment funds, loan funds, and expendable plant funds.

MOREHEAD STATE UNIVERSITY
Unrestricted Current Funds
Statements of Revenues, Expenditures and Changes in Fund Balance
For the Six Months Ended December 31, 2002 and 2001

	2002-2003			2001-2002		
	Amended Budget	Actual	Percent of Actual to Budget	Amended Budget	Actual	Percent of Actual to Budget
REVENUES						
Educational and General						
Tuition and Fees	\$ 27,094,061	\$26,845,297	99.08%	\$ 24,516,815	\$ 23,761,344	96.92%
Gov't Appropriations	43,821,523	24,878,712	56.77%	42,717,448	24,211,844	56.68%
City Grants	50,000	0		50,000	50,000	
Unrestricted Gifts	0	0		0	0	
Indirect Cost Reimbursement	345,486	259,638	75.15%	346,000	300,515	86.85%
Sales & Services of Ed. Activities	1,148,949	616,119	53.62%	1,165,888	668,893	57.37%
Other Sources	1,756,281	1,219,335	69.43%	1,510,120	958,324	63.46%
Budgeted Fund Balance - E & G	7,429,311	0		8,013,287	0	
Total Educational and General	\$ 81,645,611	\$53,819,101	65.92%	\$ 78,319,558	\$ 49,950,920	63.78%
Auxiliary Enterprises						
Housing	\$ 7,776,590	\$ 6,820,627	87.71%	\$ 8,637,150	\$ 6,386,568	73.94%
University Store	3,384,000	1,693,730	50.05%	3,150,000	2,132,521	67.70%
Food Services	651,500	430,665	66.10%	608,500	371,826	61.11%
Other	207,400	99,674	48.06%	207,600	118,333	57.00%
Total Auxiliary Enterprises	\$ 12,019,490	\$ 9,044,696	75.25%	\$ 12,603,250	\$ 9,009,248	71.48%
TOTAL REVENUES	\$ 93,665,101	\$62,863,797	67.12%	\$ 90,922,808	\$ 58,960,168	64.85%

MOREHEAD STATE UNIVERSITY
Unrestricted Current Funds
Statements of Revenues, Expenditures and Changes in Fund Balance
For the Six Months Ended December 31, 2002 and 2001

	2002-2003			2001-2002		
	Amended Budget	Actual	Percent of Actual to Budget	Amended Budget	Actual	Percent of Actual to Budget
EXPENDITURES AND TRANSFERS BY DIVISION						
Educational & General						
President & Administration	\$ 615,663	\$ 338,697	55.01%	\$ 759,270	\$ 337,027	44.39%
University Relations	2,010,176	1,029,083	51.19%	1,940,735	891,778	45.95%
Development	864,916	366,986	42.43%	834,743	322,525	38.64%
Administration & Fiscal Services	12,700,139	6,433,202	50.65%	11,891,472	6,500,701	54.67%
Student Life	12,727,346	6,515,249	51.19%	11,725,305	6,085,401	51.90%
Academic Affairs	42,469,565	18,671,035	43.96%	40,227,492	17,460,127	43.40%
Other	10,140,891	5,135,394	50.64%	10,479,697	4,040,887	38.56%
Total Educational & General	\$ 81,528,696	\$ 38,489,646	47.21%	\$ 77,858,714	\$ 35,638,446	45.77%
Auxiliary Enterprises						
Housing	\$ 8,132,312	\$ 3,167,716	38.95%	\$ 9,353,880	\$ 3,720,884	39.78%
University Store	3,139,259	1,800,249	57.35%	2,844,776	1,764,038	62.01%
Food Services	443,537	268,263	60.48%	416,730	215,347	51.68%
Other	421,297	213,266	50.62%	448,708	215,705	48.07%
Total Auxiliary Enterprises	\$ 12,136,405	\$ 5,449,494	44.90%	\$ 13,064,094	\$ 5,915,974	45.28%
TOTAL EXPENDITURES AND TRANSFERS BY DIVISION	\$ 93,665,101	\$ 43,939,140	46.91%	\$ 90,922,808	\$ 41,554,420	45.70%
NET CHANGE IN FUND BALANCE		\$ 18,924,657			\$ 17,405,748	

MOREHEAD STATE UNIVERSITY
Unrestricted Current Funds
Budget Amendments
For the Period October 1, 2002 to December 31, 2002

<u>Description</u>	<u>Opening Budget</u>	<u>Amended Budget As Of 10/01/2002</u>	<u>Adjustments</u>	<u>Amended Budget As Of 12/31/2002</u>
Revenues and Other Additions				
Tuition and Fees	\$27,092,365	\$27,092,365	\$ 1,696	\$27,094,061
Government Appropriations	42,747,300	42,747,300	1,074,223	43,821,523
Government Grants & Contracts	50,000	50,000	-	50,000
Indirect Cost Reimbursement	328,658	328,658	16,828	345,486
Sales and Services of Ed. Activities	931,375	1,084,001	64,948	1,148,949
Other Sources	1,513,714	1,601,662	154,619	1,756,281
Budgeted Fund Balance - E&G	7,216,371	7,429,311	-	7,429,311
Auxiliary Enterprises	11,323,450	11,323,450	-	11,323,450
Budgeted Fund Balance - AUX	929,967	696,040	-	696,040
Total Revenues and Other Additions	\$92,133,200	\$92,352,787	\$ 1,312,314	\$93,665,101
Expenditure Authorizations by Division				
Educational & General				
President & Administration	\$ 547,709	\$ 596,998	\$ 18,665	\$ 615,663
University Relations	1,914,147	1,969,602	40,574	2,010,176
Development	834,806	855,319	9,597	864,916
Administration & Fiscal Services	11,901,441	12,536,766	163,373	12,700,139
Student Life	12,666,751	12,615,998	111,348	12,727,346
Academic Affairs	41,508,365	42,405,649	63,916	42,469,565
Debt Service & Mandatory Transfers	2,835,432	2,738,831	-	2,738,831
Other	7,757,302	6,574,978	827,082	7,402,060
Total Educational & General	\$79,965,953	\$80,294,141	\$ 1,234,555	\$81,528,696
Auxiliary Enterprises				
Administration & Fiscal Services	\$ 7,463,859	\$ 7,850,659	\$ 77,290	\$ 7,927,949
Student Life	873,549	1,012,555	469	1,013,024
Debt Service	2,499,887	2,499,887	-	2,499,887
Other	1,329,952	695,545	-	695,545
Total Auxiliary Enterprises	\$12,167,247	\$12,058,646	\$ 77,759	\$12,136,405
Total Expenditure Authorizations	\$92,133,200	\$92,352,787	\$ 1,312,314	\$93,665,101

MOREHEAD STATE UNIVERSITY
Unrestricted Current Funds
Budget Amendments
For the Period October 1, 2002 to December 31, 2002
Notes of Significant Adjustments to Revenue and Other Additions

Government Appropriations

Unbudgeted revenue totalling \$1,074,223 was received from the CPE Regional University Excellence Trust Fund Endowment Program during the second quarter and subsequently transferred to the MSU Foundation.

Sales & Services of Educational Activities

Unbudgeted revenue allocated during the second quarter totaled \$64,948.

- Eagle Athletic Fund (EAF) support from the MSU Foundation totaled \$40,587. The funds were budgeted in various athletic programs.
- The Kentucky Folk Art Center (KFAC) revenue and expense accounts are now managed in the University's unrestricted current fund. Previously, their accounts were managed as a separate entity. Revenue was received in the second quarter from store sales and exhibition rentals and then transferred to KFAC expense accounts. The total amount transferred was \$3,515.
- International Education received \$13,005 in unbudgeted revenue. These funds were allocated to the International Education Program budget unit to support program expenses.

Other Sources

Budget allocations from other sources increased by \$154,619 in the second quarter.

- Unbudgeted support from the MSU Foundation totaled \$26,544
 - \$13,926 Academic Affairs
 - \$ 1,186 Administration & Fiscal Services
 - \$ 9,597 Development
 - \$ 1,835 University Relations
- Program council revenue totalling \$69,235 was received in the second quarter and allocated to Student Activities in the Division of Student Life. These funds were ticket sales generated from an SGA sponsored concert held during the Fall semester.
- Miscellaneous other income totalling \$58,840 was received and allocated primarily to the Division of Academic Affairs.

MOREHEAD STATE UNIVERSITY
Budget Amendments Greater Than \$200,000
For the Period October 1, 2002 to December 31, 2002

<u>From:</u> <u>Revenue and Other Additions</u>	<u>To:</u> <u>Division/ Budget Unit</u>	<u>Amount</u>	<u>Description</u>
Government Appropriations Endowment Trust Fund	Non-Mandatory Transfers Transfer to Endowment	\$ 1,074,223	State funds were received from the CPE Regional University Excellence Trust Fund Endowment Program during the second quarter and subsequently transferred to the MSU Foundation where endowment funds are managed.

MOREHEAD STATE UNIVERSITY
Capital Outlay Status Report
Agency Funds
For the Period of October 1, 2002 to December 31, 2002

	<u>Estimated Project Scope</u>	<u>Completion Date</u>	<u>Project Status</u>
I Equipment Purchases Greater than \$100,000			
None			
II Capital Construction Projects/ Land Acquisitions Greater than \$400,000			
1998-00 Deferred Maintenance and Government Mandates Pool			
(Commonwealth of Kentucky is funding 50 percent of the total cost of the projects)			
Elevator Upgrades/Installation (RH, LC, CY)	\$ 350,000	March, 2001	Completed
Fire Alarm Upgrades/Replacement	150,000	October, 2000	Completed
Mechanical System Replacements (AA, ADUC)	250,000	January, 2001	Completed
Window Replacement (BM)	150,000	August, 2001	Completed
Window Replacement (CB)	300,000	July, 2000	Completed
Window Replacement (LC)	150,000	August, 2000	Completed
Dam Restoration	800,000		In Progress
	<u>\$ 2,150,000</u>		
Residence Halls - Sprinkler Installation & Other Fire Safety Projects			
Project II - 2000	\$ 1,580,000		In Progress
Project III - 2001	980,000	August, 2001	Completed
Project IV - 2002	800,000	August, 2002	Completed
Project V - 2003	3,000,000		In Progress
	<u>\$ 6,360,000</u>		

MOREHEAD STATE UNIVERSITY
Capital Outlay Status Report
Agency Funds
For the Period of October 1, 2002 to December 31, 2002

	<u>Estimated Project Scope</u>	<u>Completion Date</u>	<u>Project Status</u>
2000-02 Capital Renewal and Maintenance Pool			
(Commonwealth of Kentucky is funding 50 percent of the total cost of the projects)			
Life Safety - E&G	\$ 200,000	April, 2002	Completed
1990 Clean Air Act Compliance - E&G			
Claypool-Young Chiller Replacement	135,000	August, 2000	Completed
Ginger Hall, Reed Hall, Laughlin Chiller Replacement	566,000	May, 2002	Completed
Roof Replacement - Button, Rice Maint. Bldg., Claypool-Young, Combs	397,000	October, 2001	Completed
Roof Replacement - Baird	150,000	October, 2002	Completed
Mechanical Systems Replacements	556,800	July, 2002	Completed
Mechanical Systems/HVAC	350,000		In Progress
Ceiling Tile Replacement (Rader & Laughlin)	88,400	October, 2001	Completed
Window Replacement (Rader)	107,000	September, 2001	Completed
Gas Fired Boiler Installation	399,000	April, 2002	Completed
Central Campus Reconstruction	300,800	May, 2002	Completed
	<u>\$ 3,250,000</u>		

**RESOLUTION AUTHORIZING
THE SALE OF HOUSING AND DINING
REVENUE BONDS, SERIES Q**

**BOR (IX-A-6)
March 11, 2003**

Background:

The University issued its Housing and Dining System Revenue Bonds, Series M in 1991. The bonds were sold to fund the reconstruction and renovation of Mays and Butler Halls.

Recent reductions in the interest rates for bonds have made it feasible to refund older issues. The University's bond fiscal agent, First Kentucky Securities, has analyzed previously issued bonds to determine if savings could be generated from refunding issues. Based on current interest rate projections, a net present value savings of approximately \$503,000 can be realized from refunding the Series M bonds.

If approved by the Board, the refunding issue will be titled Morehead State University Housing and Dining System Revenue Bonds, Series Q. The Series Q bonds will be sold on April 2, 2003. The principal amount of the Series Q bonds will be approximately \$4,515,000.

Peck, Shaffer and Williams, bond counsel for the University, has prepared the Series Q resolution. By adopting the resolution, the Board will authorize the sale of the Series Q bonds and authorize the Vice President for Administration and Fiscal Services to accept the lowest and best bid on behalf of the Board.

Recommendation:

That the Board adopt:

A RESOLUTION OF THE BOARD OF REGENTS OF MOREHEAD STATE UNIVERSITY AUTHORIZING THE ISSUANCE OF SAID BOARD'S HOUSING AND DINING SYSTEM REFUNDING REVENUE BONDS, SERIES Q, TO BE DATED THE FIRST DAY OF THE MONTH IN WHICH SOLD; AUTHORIZING PROPER PROCEEDINGS RELATIVE TO THE PUBLIC SALE OF THE BONDS AND THE DISPOSITION OF THE PROCEEDS THEREOF; AUTHORIZING EXECUTION OF AN EIGHTH SUPPLEMENTAL TRUST INDENTURE BETWEEN THE BOARD AND CENTRAL BANK AND TRUST COMPANY, LEXINGTON, KENTUCKY, AS TRUSTEE, IN COMPLIANCE WITH THE PROVISIONS OF THE TRUST INDENTURE DATED NOVEMBER 1, 1966.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF REGENTS OF MOREHEAD STATE UNIVERSITY, AS FOLLOWS:

Section 1. This Board hereby authorizes the issuance of its "Morehead State University Housing and Dining System Refunding Revenue Bonds, Series Q (the "Series Q Bonds")", in the principal amount of approximately \$4,515,000, subject to adjustment of plus or minus ten percent, according to statutory authority as set forth in KRS 162.340 to 162.380, inclusive, and in accordance with the terms, provisions, conditions and restrictions set forth in that certain Trust Indenture which was made by this Board with Central Bank and Trust Company (successor to Pikeville National Bank & Trust Company), as Trustee under date of November 1, 1966, wherein the present Housing and Dining System of the University was created and established, and a certain Eighth Supplemental Trust Indenture to be dated as of the date of the Series Q Bonds (the "Eighth Supplemental Trust Indenture"); the Series Q Bonds to rank on a basis of parity and equality as to security and source of payment with the Board's previously issued and outstanding "Housing and Dining System Revenue Bonds," Series D, E, F, G, H, I, K, L, M, N, O and P (the "Outstanding Bonds").

Section 2. In order to assure the purchasers of the Series Q Bonds that interest thereon will be excludable from gross income for federal income tax purposes and exempt from Kentucky income taxation, the Board agrees that (1) the Board will take all actions necessary to comply with the provisions of the Internal Revenue Code of 1986 (the "Code"), (2) the Board will take no actions which will violate any of the provisions of the Code, or that would cause the Series Q Bonds to become "private activity bonds" within the meaning of the Code, (3) none of the proceeds of the Series Q Bonds will be used for any purpose which would cause the interest on the Series Q Bonds to become subject to federal income taxation, and that the Board will comply with any and all requirements as to rebate (and reports with reference thereto) to the United States of America of certain investment earnings on the proceeds of the Series Q Bonds.

The Board has been advised by Bond Counsel, Peck, Shaffer & Williams LLP, Covington, Kentucky, and therefore believes, that the Series Q Bonds are not "private activity bonds" within the meaning of the Code, and that interest on the Series Q Bonds is not included as an item of tax preference in calculating the alternative minimum tax for individuals.

Prior to or at the time of delivery of the Series Q Bonds, the Chairman of the Board and/or the chief financial officer of the University shall execute the appropriate certifications with reference to the matters referred to above, setting out all known and contemplated facts concerning such anticipated expenditures and investments, including the execution of necessary and/or desirable certifications of the type contemplated by applicable Treasury Regulations in order to assure that interest on the Series Q Bonds will be exempt from all federal income taxes and that the Series Q Bonds will not be treated as arbitrage bonds.

Section 3. The Board hereby agrees, to comply with the provisions of Rule 15c2-12, as amended and interpreted from time to time (the "Rule"), promulgated by the Securities and Exchange Commission (the "Commission") pursuant to the Securities Exchange Act of 1934. In order to comply with the Rule, the Continuing Disclosure Agreement dated the dated date for the Series Q Bonds between the Board and the Trustee is hereby authorized and approved, substantially in the form presented or described to the Board, with such modifications and additions as may be approved by the officer of the University executing the same. The Chairman

and the Secretary of the Board and the President and Treasurer of the University are each separately authorized to execute and deliver the Continuing Disclosure Agreement.

Section 4. In order to implement the issuance of the Series Q Bonds, and to make provision for all details relating to the Series Q Bonds, including the date thereof, the disposition thereof, respective conditions and limitations applicable to the public offering thereof, maturities, redemption provisions and security and source of payment thereof, and in order to comply with the requirements of the Indenture, in connection therewith, this Board shall execute the Eighth Supplemental Trust Indenture with Central Bank and Trust Company, Lexington, Kentucky, as Trustee. A proposed form of Eighth Supplemental Trust Indenture has been prepared in advance by Bond Counsel, Peck, Shaffer & Williams LLP, Covington, Kentucky, with the approval of the President of the University and the Vice-President for Administration and Fiscal Services of the University, and the Financial Advisor, First Kentucky Securities Corporation, in the usual and customary form prescribed in the Indenture, with permissible modifications and corrections which, in the opinion of Bond Counsel and the President of the University, do not change the import thereof in any material respect. The form of the Eighth Supplemental Trust Indenture is hereby approved and shall be executed by the Chairman and attested by the Secretary of the Board.

Section 5. The forms of Notice of Bond Sale, Official Terms and Conditions of Sale of Bonds, Bid Form and Official Statement, shall be in such form as approved by Bond Counsel, by the Financial Advisors and by the President or Treasurer of the University.

The Board authorizes the publication of the Notice of Bond Sale in accordance with Chapter 424 of the Kentucky Revised Statutes and the Financial Advisor is authorized to disseminate copies of the Official Statement. The President of the University and any other officer of the Board are each further authorized to deem the Official Statement, in both preliminary and final form, to be "final" for purposes of Securities and Exchange Commission Rule 15c2-12.

Sealed bids for the purchase of the Series Q Bonds shall be opened and considered by the Vice-President for Administration and Fiscal Services of the University on such date and at such time as designated by the Vice-President for Administration and Fiscal Services, whereupon the Vice-President for Administration and Fiscal Services shall, pursuant to a certificate of award, accept on such date the lowest and best bid for the Series Q Bonds as recommended by First Kentucky Securities Corporation, the Financial Advisor to the Board.

Dated: March 11, 2003

(SEAL)

Chairman

Secretary

APPROVE CONTRACTS FOR BANKING SERVICES

**BOR (IX-A-7)
March 11, 2003**

Background:

The University is required by KRS Chapters 41 and 164A to designate depository banks for all funds collected. The method for selecting the banks is set forth in the Kentucky Model Procurement Code, KRS Chapter 45A.

Using the guidelines for competitive bidding of contracts in KRS Chapter 45A, bids for banking services were requested. As a result of that process, contracts were issued to U.S. Bank (formerly Firststar Bank) in Morehead for the main campus banking services, Heritage Bank in Ashland, Commercial Bank in West Liberty, Citizens National Bank in Prestonsburg, and the Citizens Bank in Jackson.

These contracts covered the period from July 1, 2002 to June 30, 2003 with options to renew the contracts for four additional one-year periods. The services rendered have been in compliance with the terms of the contracts.

Recommendation:

That the Board exercise the option to renew the banking services contracts for the period July 1, 2003 to June 30, 2004, with U.S. Bank of Morehead for the main campus banking, and with Heritage Bank in Ashland, Commercial Bank in West Liberty, Citizens National Bank in Prestonsburg, and the Citizens Bank in Jackson to continue to serve as depositories for funds collected at the extended campus centers.

APPROVE DISPOSAL OF REAL PROPERTY

BOR (IX-A-8)

March 11, 2003

Written Request to Dispose of Property

The City of Morehead is initiating a project to widen Second Street from Wilson Avenue to Nickel Alley. The project is the second phase of widening Second Street with the first phase having been completed from Flemingsburg Road to Wilson Avenue. Second Street is a main artery to and from campus and has long been a safety concern because of the volume of traffic and the narrowness of the street.

In order to widen the street, the City will need to acquire narrow sections of property from the owners along the route. Street frontage from University-owned tracts described below will be needed. The transfer of this property will not harm the future use of the property and will have long-term benefits for our faculty, staff and students who use this street on a daily basis.

According to Kentucky Revised Statutes, an appraisal will be obtained to establish the value of the property to be transferred to the City.

Statutory Authority

KRS 164A.575 (5) The governing board shall have the power to salvage, to exchange, and to condemn supplies, equipment, and real property.

KRS 164A.575 (7) The governing board shall sell or otherwise dispose of all real or personal property of the institution that is not needed for the institution's use, or would be more suitable consistent with the public interest for some other use, as determined by the board. The determination of the board shall be set forth in an order, and shall be reached only after review of a written request by the institution desiring to dispose of the property. Such request shall describe the property and state the reasons why the institution believes disposal shall be effected.

The Secretary Finance and Administration Cabinet has final approval authority regarding the disposal of real property.

Description of Property

Parcel #6: Being a portion of the parcel conveyed from Mary Mildred Tucker to The Commonwealth of Kentucky, Morehead State University in deed dated June 9, 1966 and recorded in Deed Book 113 Page 237 of the Rowan County Court Clerk's records, containing 456 square feet or 0.010 acres.

Parcels #19, #20, #23, & #23A: Being a portion of the parcel conveyed from Thomas R. Burns and Ada C. Burns to The Commonwealth of Kentucky, Morehead State University in deed dated May 28, 1965 and recorded in Deed Book 77 Page 306, a portion of the parcel conveyed from Charles Keeton and Emma Keeton to The Commonwealth of Kentucky,

Morehead State University in deed dated June 24, 1935 and recorded in Deed Book Page 47 Page 594, a portion of the parcel conveyed from Arthur Hogge and Mary Hogge to The Commonwealth of Kentucky, Morehead State University in deed dated June 24, 1935 and recorded in Deed Book 47 Page 593, and a portion of the parcel conveyed from Arthur Hogge and Mary Hogge to The Commonwealth of Kentucky in deed dated October 23, 1924 and recorded in Deed Book 36 Page 209 of the Rowan County Court Clerk's records, containing 1,384 square feet or 0.032 acre.

Parcel #22: Being a portion of the parcel conveyed from Gay Garred Hardymon and James F. Hardymon to The Commonwealth of Kentucky, Morehead State University in deed dated January 17, 1989 and recorded in Deed Book 144 Page 630 of the Rowan County Court Clerk's records, containing 1,647 square feet or 0.038 acre.

Parcels #30, #31, & #33: Being a portion of the parcel conveyed from Deborah W. Caudill et al to The Commonwealth of Kentucky, Morehead State University in deed dated August 25, 1988 and recorded in Deed Book 143 Page 665, and a portion of the parcel conveyed from Gerald M. McDaniel and Bonnie R. McDaniel to The Commonwealth of Kentucky, Morehead State University in deed dated January 29, 2002 and recorded in Deed Book 202 Page 91, and a portion of the parcel conveyed from Joyce Kissick and Harold Kissick to The Commonwealth of Kentucky, Morehead State University in deed dated May 27, 1988 and recorded in Deed Book 143 Page 134 of the Rowan County Court Clerk's records, containing 996 square feet or 0.023 acre.

Parcel #32: Being a portion of the parcel conveyed from Morehead State University Foundation, Inc. to Morehead State University in deed dated August 8, 2002 and recorded in Deed Book 204 Page 236 of the Rowan County Court Clerk's records, containing 772 square feet or 0.018 acre.

Administrative Procedure

That the Board of Regents approve the *Order to Dispose of Property* in regard to the above referenced real property.

ORDER TO DISPOSE OF PROPERTY

WHEREAS, upon the recommendation of the President on March 11, 2003, the Board of Regents has reviewed the Written Request to Dispose of Property in reference to the following:

- Parcel #6: Being a portion of the parcel conveyed from Mary Mildred Tucker to The Commonwealth of Kentucky, Morehead State University in deed dated June 9, 1966 and recorded in Deed Book 113 Page 237 of the Rowan County Court Clerk's records, containing 456 square feet or 0.010 acres.
- Parcels #19, #20, #23, & #23A: Being a portion of the parcel conveyed from Thomas R. Burns and Ada C. Burns to The Commonwealth of Kentucky, Morehead State University in deed dated May 28, 1965 and recorded in Deed Book 77 Page 306, a portion of the parcel conveyed from Charles Keeton and Emma Keeton to The Commonwealth of Kentucky, Morehead State University in deed dated June 24, 1935 and recorded in Deed Book Page 47 Page 594, a portion of the parcel conveyed from Arthur Hogge and Mary Hogge to The Commonwealth of Kentucky, Morehead State University in deed dated June 24, 1935 and recorded in Deed Book 47 Page 593 and a portion of the parcel conveyed from Arthur Hogge and Mary Hogge to The Commonwealth of Kentucky in deed dated October 23, 1924 and recorded in Deed Book 36 Page 209 of the Rowan County Court Clerk's records, containing 1,384 square feet or 0.032 acre.
- Parcel #22: Being a portion of the parcel conveyed from Gay Garred Hardyman and James F. Hardyman to The Commonwealth of Kentucky, Morehead State University in deed dated January 17, 1989 and recorded in Deed Book 144 Page 630 of the Rowan County Court Clerk's records, containing 1,647 square feet or 0.038 acre.
- Parcels #30, #31, & #33: Being a portion of the parcel conveyed from Deborah W. Caudill et al to The Commonwealth of Kentucky, Morehead State University in deed dated August 25, 1988 and recorded in Deed Book 143 Page 665, and a portion of the parcel conveyed from Gerald M. McDaniel and Bonnie R. McDaniel to The Commonwealth of Kentucky, Morehead State University in deed dated January 29, 2002 and recorded in Deed Book 202 Page 91, and a portion of the parcel conveyed from Joyce Kissick and Harold Kissick to The Commonwealth of Kentucky, Morehead State University in deed dated May 27, 1988 and recorded in Deed Book 143 Page 134 of the Rowan County Court Clerk's records, containing 996 square feet or 0.023 acre.
- Parcel #32: Being a portion of the parcel conveyed from Morehead State University Foundation, Inc. to Morehead State University in deed dated August 8, 2002 and recorded in Deed Book 204 Page 236 of the Rowan County Court Clerk's records, containing 772 square feet or 0.018 acre.

Whereas, the President of Morehead State University recommends that the referenced property would be more suitable consistent with the public interest for use with the Second Street Widening Project and may be disposed,

WHEREAS, the transfer of the aforementioned University property to the City of Morehead is the best public interest of The Commonwealth,

BE IT RESOLVED, by the Morehead State University Board of Regents that the President may recommend to the Secretary, Finance and Administration Cabinet, that the referenced University real property be transferred to the City of Morehead for the Second Street Widening Project.

RECOMMENDED:

Ronald G. Eaglin, President

Date

APPROVAL:

Buckner Hinkle, Chair
MSU Board of Regents

Date

Morehead State University **Year-to-Date Gift Income Report**

December 31, 2002

<u>Description</u>	<u>2001</u>	<u>2002</u>	<u>Variance</u>
Degreed Alumni	\$316,146.79	\$340,991.12	\$24,844.33
Non-degreed Alumni	5,176.50	591,403.00	586,226.50
Faculty/Staff	42,444.14	66,865.17	24,421.03
Retirees	13,617.50	8,845.00	(4,772.50)
Parents	15,562.83	29,413.33	13,850.50
Corporate Contributors	414,386.65	201,432.29	(212,954.36)
Foundations	11,419.17	3,634.35	(7,784.82)
Other Organizations	4,900.00	67,441.77	62,541.77
Students	235.00	400.00	165.00
MSU Student Organizations	76,220.00	2,264.78	(73,955.22)
Sponsors	1,790.00	5,760.00	3,970.00
Friends of MSU	212,310.27	174,242.17	(38,068.10)
GRAND TOTALS	<u>\$1,114,208.85</u>	<u>\$1,492,692.98</u>	<u>\$378,484.13</u>

*Included in the 2002 totals above are matching gifts (\$15,750.00) and gifts-in-kind of (\$763,949.49).

BOR (X-B-3)
March 11, 2003

**REPORT OF MAJOR GIFTS
SINCE DECEMBER 1, 2002**

**BOR (X-B-4)
March 11, 2003**

The following is a list of gifts of \$10,000 or more that have been received and/or recorded since December 1, 2002, on behalf of the University in accordance with terms of the operating agreement between Morehead State University and the MSU Foundation, Inc.

<u>Donor Name</u>	<u>Gift Date</u>	<u>Fund Description</u>	<u>Gift Amount</u>
Mineral Labs, Inc.	2/25/2003	Gift-in-kind (Equipment)	\$37,500.00
James H. Booth	2/5/2003	Fund for Progress	\$25,000.00
Coalburg Enterprises	12/31/2002	Bertha Mills Booth Endowment for Business Research	\$25,000.00
Thomas McHugh, O.D.	12/11/2002	Gift-in-kind (EAF)	\$11,121.00
Michael Jobst	12/11/2002	Gift-in-Kind (Property)	\$10,000.00
Gregory D. Palmer	12/11/2002	Gregory Palmer Endowment for Business	\$10,000.00
Jonell Tobin	1/10/2003	MSU at West Liberty Fund	\$10,000.00
Total Major Gifts			\$128,621.00

AGENDA
Board of Regents
Morehead State University
9 a.m., Tuesday, March 11, 2003
Breckinridge Hall 302

- I. CALL TO ORDER
- II. ROLL CALL
- III. ELECT OFFICERS: CHAIR, VICE CHAIR, & SECRETARY;
APPOINT TREASURER
- IV. APPROVE DECEMBER 6, 2002, MINUTES
- V. APPROVE AMENDMENT TO BOR *BYLAWS*
- VI. APPROVE RECIPIENT OF 2003 FOUNDERS DAY AWARD
- VII. APPROVE NAMING OF HONORS PROGRAM
- VIII. SPOTLIGHT PRESENTATION -- *Academic Honors Program and the Honors
Leadership Residential College*
- IX. A. Recommendations
 - 1. Approve Tenure with Promotion, 2003 18
 - 2. Approve Tuition and Mandatory Student Fees 19-21
 - 3. Designate Agent for Emergency Management Funding .. 22
 - 4. Ratify Personnel Actions 23-48
 - 5. Accept Second Quarter Financial Report and Amend
Operating Budget 49-60
 - 6. Ratify Resolution Authorizing the Sale of Housing and Dining
System Revenue Bonds, Series Q 61-63
 - 7. Approve Contracts for Banking Services 64
 - 8. Approve Disposal of Real Property 65-68
- X. B. Reports
 - 1. Preliminary 2003 Spring Enrollment Report (oral report)
 - 2. Report on Kentucky Center for Traditional Music (oral report)
 - 3. Year-to-Date Gift Income Report 69
 - 4. Report of Major Gifts Since December 1, 2002 70
 - 5. Report on Campus Environmental Survey (oral report)
- XI. OTHER BUSINESS
 - Future Meetings -- Work Session, Friday, May 2
BOR Meeting, Friday, June 6
- XII. ADJOURNMENT