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Board of Regents, Murray State University

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MINUTES OF THE MEETING OF THE BOARD OF REGENTS  
MURRAY STATE UNIVERSITY  
September 6, 1980

The Board of Regents of Murray State University met September 6, 1980, at 1:00 p.m. in the Board Suite, Third Floor, Wells Hall, on the campus of the University. The following members were present: Mr. J. W. Carneal, Mr. Ron Christopher, Mr. Terry Clark, Mr. Bob T. Long, Mr. Jere McCuiston, Mr. Bill Morgan, Mrs. Sara Page, Mr. Steve West, and Dr. Charles E. Howard, Chairman, presiding.

Absent was Dr. Ed Settle.

Also present were Dr. Constantine W. Curris, President; Mrs. Patsy R. Dyer, Secretary of the Board; Dr. Richard Gray, Treasurer of the Board and Vice-President for Administrative Services; Vice-Presidents Richard Butwell, Marshall Gordon, and Frank Julian; Mr. James Overby, University Attorney; Mr. Don Chamberlain; Dr. Rick Stinchfield; Dr. Ken Purcell, President, Faculty Senate; and members of the news media and visitors.

Chairman Howard called the meeting to order, and Mr. West led in prayer.

### Agenda

President Curris presented the following agenda for the meeting:

AGENDA  
for  
Meeting of the Board of Regents  
Murray State University  
September 6, 1980

1. Report of the President
2. Faculty Personnel/Payroll Items

A. Resignations, Retirements

RESIGNATION

| <u>Name</u>   | <u>Assignment</u>                        | <u>Effective</u> |
|---------------|--|------------------|
| Ralph Hausman | Associate Professor<br>Special Education | 8/1/80           |

RETIREMENT:

| <u>Name</u>       | <u>Assignment</u>                    | <u>Effective</u> |
|-------------------|--------------------------------------|------------------|
| Charles H. Tolley | Professor, Profes-<br>sional Studies | 8/8/80           |

B. Adjustments in Salary

| <u>Name</u>      | <u>Assignment</u>                                 | <u>Change/Explanation</u>   |
|------------------|---|---|
| Thomas I. Miller | Chairman & Professor<br>Accounting & Finance      | \$2,750 for month of July 1980; on academic year effective 8/1/80. \$900 for co-director, Fiscal Management Training in Accounting; training session in Lexington July 28-30. \$900 for co-director, Fiscal Management Training in Accounting; training session in Florence August 6. |
| Allen K. Harwood | Instructor, West KY<br>Multi-Handicapped<br>Grant | \$100 for teaching Model Classroom for project; effective 7/31/80.  |

## Adjustments in Salary (Continued)

| <u>Name</u>        | <u>Assignment</u>   | <u>Change/Explanation</u>   |
|--------------------|---|---|
| Thomas A. Wood     | Assistant Professor<br>West KY Multi-Handi-<br>capped Grant                   | \$500 for setting up continua-<br>tion of project; effective<br>8/1/80--8/20/80.  |
| Terry Barrett      | Conferences & Continu-<br>ing Education                                       | \$250 for class, Elderhostel<br>Workshop effective 7/20/80-<br>7/26/80.   |
| James L. Booth     | Conferences & Continu-<br>ing Education                                       | \$250 for class, Elderhostel<br>Workshop effective 7/27/80-<br>8/2/80.  |
| Harold Eversmeyer  | Conferences & Continu-<br>ing Education                                       | \$250 for class, Elderhostel<br>Workshop effective 7/27/80-<br>8/2/80.  |
| John E. Mylroie    | Conferences & Continu-<br>ing Education                                       | \$250 for class, Elderhostel<br>Workshop, effective 7/20/80-<br>7/26/80.  |
| Kenneth H. Wolf    | Conferences & Continu-<br>ing Education                                       | \$250 for class, Elderhostel<br>Workshop effective 7/27/80-<br>8/2/80.  |
| Aaron M. Fischer   | Conferences & Continu-<br>ing Education<br><br>Assistant Professor<br>English | \$250 for class, Elderhostel<br>Workshop effective 7/20/80-<br>7/26/80.<br><br>\$112.50 for completion of MFA<br>during 1979-80 academic year;<br>effective 4/18/80 |
| James G. Weatherly | Chairman & Associate<br>Professor, Engineering<br>Technology                  | \$300 for workshop, Energy<br>Conservation Consortium;<br>effective 7/28/80-7/30/80.  |
| William Whitaker   | Associate Professor<br>Engineering Technology                                 | \$300 for workshop, Energy<br>Conservation Consortium;<br>effective 7/28/80-7/30/80.  |
| James A. Rudolph   | Summer Youth Program  | \$381.83 for director, Horse-<br>manship Programs; effective<br>6/20/80--7/12/80.   |
| Thomas I. Miller   | Chairman & Professor<br>Accounting & Finance                                  | \$1,260 for co-director, Fiscal<br>Management Training in Account-<br>ing; training session in Bowl-<br>ing Green August 13, 1980.                                  |
| Joan L. Maupin     | Assistant Professor<br>Home Economics   | \$200 for preparation and par-<br>ticipation in the 10th Annual<br>Teacher Education Enrichment<br>Workshop on August 4, 1980.                                      |
| Paul McNeary       | Vocational Education<br>Industry & Technology                                 | \$250 for classes in Shop<br>Ethics & Attitudes for West KY<br>Youth Skills & Training Center<br>effective 8/20/80  |
| Thomas I. Miller   | Chairman & Professor<br>Accounting & Finance                                  | \$720 for co-director, Fiscal<br>Management Training in Account-<br>ing; training session in<br>Lexington, 8/20/80-8/21/80.   |

## Adjustments in Salary (Continued)

The following faculty participated in Faculty Development Workshop/Curriculum Development during August 1980:

| <u>Name</u>          | <u>Primary Assignment</u>                        | <u>Amount of Stipend</u> | <u>Payable</u> |
|----------------------|--|--------------------------|----------------|
| Michael Cohen        | Associate Professor<br>English                   | \$400                    | 8/21/80        |
| Wallace J. Swan      | Associate Professor<br>English                   | 400                      | 8/21/80        |
| John H. Adams        | Associate Professor<br>English                   | 400                      | 8/22/80        |
| Charles H. Daughaday | Associate Professor<br>English                   | 400                      | 8/22/80        |
| Gary L. Haws         | Professor<br>Foreign Languages                   | 400                      | 8/22/80        |
| A. L. Hough          | Associate Professor<br>English                   | 400                      | 8/22/80        |
| Michael G. Miller    | Assistant Professor<br>English                   | 400                      | 8/22/80        |
| Clell T. Peterson    | Professor<br>English                             | 400                      | 8/22/80        |
| R. Wayne Sheeks      | Professor<br>Philosophy                          | 55                       | 8/22/80        |
| Kenneth P. Tucker    | Associate Professor<br>English                   | 400                      | 8/22/80        |
| T. Wayne Beasley     | Professor<br>History                             | 400                      | 9/ 5/80        |
| Burton W. Folsom     | Assistant Professor<br>History                   | 400                      | 9/ 5/80        |
| Joseph T. Fuhrmann   | Assistant Professor<br>History                   | 400                      | 9/ 5/80        |
| Howard C. Giles      | Professor<br>Economics                           | 400                      | 9/ 5/80        |
| Hughie G. Lawson     | Associate Professor<br>History                   | 400                      | 9/ 5/80        |
| Melvin E. Page       | Associate Professor<br>History                   | 400                      | 9/ 5/80        |
| Farouk F. Umar       | Professor, Political<br>Science & Public Affairs | 400                      | 9/ 5/80        |
| Kenneth H. Wolf      | Associate Professor<br>History                   | 400                      | 9/ 5/80        |

## C. Employment

| <u>Name</u>         | <u>Assignment</u>   | <u>Salary</u>   | <u>Effective</u> |
|---------------------|---|-----------------|------------------|
| Martha D. McDonald  | Clinical Instructor<br>Nursing  | \$12,100 (acad) | 8/1/80           |
| Anne S. Swan        | Clinical Instructor<br>Nursing  | 12,100 (acad)   | 8/1/80           |
| Allen K. Harwood    | Project Coordinator &<br>Instructor, West KY<br>Multi Handicapped &<br>Program Assistance<br>Grants | 15,052 (acad)   | 8/1/80           |
| Joan R. Mylroie     | Instructor, CAUSE-IDC,<br>Environmental Sciences<br>(temp., part-time)                              | 6,000 (acad)    | 8/1/80           |
| Sam H. Minner       | Assistant Professor<br>Special Education  | 17,000 (acad)   | 8/1/80           |
| Glenda M. McBride   | Assistant Professor<br>Nursing  | 17,000 (acad)   | 8/1/80           |
| Kimberly J. Pickens | Clinical Instructor<br>Nursing  | 11,500 (acad)   | 8/1/80           |
| Nancy F. Orr        | Clinical Instructor<br>Nursing  | 11,500 (acad)   | 8/1/80           |
| C. Russell Jensen   | Assistant Professor<br>History  | 16,000 (acad)   | 8/1/80           |

## D. Leave of Absence (without pay)

| <u>Name</u>    | <u>Assignment</u>              | <u>Effective</u>   |
|----------------|--------------------------------|--------------------|
| Linda F. Clark | Associate Professor<br>Nursing | 8/1/80-<br>5/31/81 |

## 3. Staff Personnel/Payroll Items

## A. Terminations, Resignations, Retirements

## TERMINATIONS

| <u>Name</u>      | <u>Assignment</u>                          | <u>Effective</u> |
|------------------|--|------------------|
| Bobby W. Chester | Painter, Physical Plant<br>(temporary)     | 7/31/80          |
| David M. Smith   | Custodian, Physical Plant                  | 8/12/80          |
| Jerry D. Fox     | Custodian, Food Services                   | 8/22/80          |
| Joseph Wilson    | Brick Layer, Physical Plant<br>(temporary) | 8/22/80          |
| Kelly Jones      | Brick Layer, Physical Plant<br>(temporary) | 8/22/80          |
| Barry Bybee      | Brick Layer, Physical Plant<br>(temporary) | 8/22/80          |
| Harry Allison    | Brick Layer, Physical Plant<br>(temporary) | 8/22/80          |
| Parvin Hill      | Brick Layer, Physical Plant<br>(temporary) | 8/22/80          |
| James Wilson     | Laborer, Physical Plant<br>(temporary)     | 8/22/80          |
| Ronald Herndon   | Laborer, Physical Plant<br>(temporary)     | 8/26/80          |

## RESIGNATIONS

| <u>Name</u>         | <u>Assignment</u>   | <u>Effective</u> |
|---------------------|---|------------------|
| Steve L. Carr       | Equipment Room Manager<br>Recreation & Physical Education | 9/ 5/80          |
| Debra S. Burgess    | Library Assistant I, Library                              | 8/ 5/80          |
| Joanne A. Holliday  | Custodian, Physical Plant                                 | 8/ 7/80          |
| Larry L. Roby       | Mover, Physical Plant                                     | 8/ 5/80          |
| Sherry A. Jones     | Upholsterer, Purchasing                                   | 9/ 5/80          |
| Claudia S. Pikey    | Custodian, Physical Plant                                 | 8/14/80          |
| Dee Ann Umar        | Departmental Secretary<br>Center for Academic Advisement  | 8/22/80          |
| Jo Ann Allbritten   | Clerk Typist, Housing                                     | 8/22/80          |
| Carol A. Harlan     | Departmental Secretary<br>Special Education               | 9/ 3/80          |
| James E. Hughes     | Custodian, Physical Plant                                 | 9/10/80          |
| Laura L. Keller     | Hall Receptionist, Housing<br>(temporary, part-time)      | 8/19/80          |
| Kathleen C. Stabile | Hall Receptionist, Housing<br>(temporary, part-time)      | 8/ 1/80          |
| Sally Van Natter    | Cook, Food Services                                       | 8/11/80          |
| Paul Robertson      | Serviceman B, Physical Plant                              | 9/ 1/80          |
| Charles Edwards     | Laborer, Physical Plant<br>(temporary)                    | 8/22/80          |
| Randall Benham      | Grounds Laborer, Physical Plant                           | 8/11/80          |
| Charlotte Nicholas  | Snack Bar Worker, Food Service                            | 9/15/80          |
| Ellen Frederick     | Beverage Line Worker, Food Service                        | 8/26/80          |
| Macky Clark         | Custodian, Food Service                                   | 8/26/80          |
| Johnny Sullivan     | Seasonal Laborer, VDRC                                    | 9/12/80          |
| Susan Bowerman      | Credit Evaluation Clerk, Admissions                       | 8/26/80          |
| Rhanda L. Hagood    | Secretary, Safety Engineering<br>and Health               | 9/ 2/80          |
| Billy D. Grant      | Painter, Physical Plant<br>(temporary)                    | 8/22/80          |
| Larry Pursell       | Painter, Physical Plant<br>(temporary)                    | 8/22/80          |

## Terminations, Resignations, Retirements (Continued)

## REITREMENTS

| <u>Name</u>        | <u>Assignment</u>             | <u>Effective</u> |
|--------------------|-------------------------------|------------------|
| Rupert G. Maynard  | Patrol Officer, Public Safety | 9/30/80          |
| Orelle W. Galloway | Supervisor, Food Services     | 10/16/80         |

## B. Leaves of Absence (without pay)

| <u>Name</u>        | <u>Assignment</u>                              | <u>Effective</u>    |
|--------------------|--|---------------------|
| Patricia L. Howell | Custodian, Physical Plant                      | 8/1/80--<br>9/15/80 |
| Orlan R. Hurt      | Foreman, Custodian Maintenance, Physical Plant | 8/8/80              |
| Danetta K. Latimer | LPN, Student Health                            | 9/17/80             |

## C. Adjustments in Salary

| <u>Name</u>       | <u>Assignment</u>  | <u>Change/Explanation</u>   |
|-------------------|--|---|
| Tracey Nickens    | Secretary, Special Education   | \$150 for extra time on West KY Multi Handicapped Project; effective 7/17/80.   |
| Joseph G. Cowin   | Project Director, Revising Existing CBVE Modules/ Machine Shop, part-time                    | \$6,300 p/yr effective 7/1/80.  |
| Marian M. Posey   | Staff Assistant, Teaching & Media Resource Center  | \$6.77 p/hr for 1 summer session; effective 7/7/80--8/8/80.   |
| Larry E. Bartlett | Landscape Architect & Associate Professor Campus Planning                                    | \$585 for work on Farrowing facility at VDRC; effective 7/18/80.  |
| Stan R. Key       | Assistant Director, Conferences & Continuing Education                                       | \$300 for workshop, Energy Conservation Consortium; effective 7/28/80-7/30/80.  |
| Mary L. Holland   | Clerk/Typist, West KY Multi Handicapped  | Transferred from Secretary, Special Education at \$4.23 p/hr to Clerk/Typist, West KY Multi Handicapped Project at \$3.94 p/hr effective 7/21/80; resigned 7/30/80. |
| Deryl N. Martin   | Secretary, Continuation of Mining Occupations in Vocational Education (part-time, temporary) | \$3.50 p/hr for period 8/1/80--8/31/80.   |
| John Leon Wurth   | Summer Youth Program   | \$591.88 for Baseball camp; effective 5/26/80--6/7/80.  |
| Lawrence H. Moore | ABE Coordinator Extended Education   | \$25 for participation in the 10th Annual Teacher Education Enrichment Workshop on 8/4/80.  |
| Robin M. Farley   | Mover Physical Plant   | Transferred from Laborer (temp.) Physical Plant at \$3.10 p/hr to Mover, Physical Plant at \$3.10 p/hr; effective 8/16/80.  |
| G. Jeanie Morgan  | Clerk Typist Housing   | Transferred from Hall Receptionist, Housing at \$3.26 p/hr (part-time) to Clerk Typist II, Housing at \$3.94 p/hr effective 8/18/80.                                |

## Adjustments in Salary (Continued)

| <u>Name</u>       | <u>Assignment</u>  | <u>Change/Explanation</u>   |
|-------------------|--|---|
| Gary W. Pace      | Cook, Food Services  | Transferred from Beverage Line, Food Services at \$3.27 p/hr to Cook, Food Services at \$3.67 p/hr effective 8/23/80.                   |
| Keith Skinner     | Supervisor<br>Food Services                                      | Transferred from Stockroom worker, Food Services at \$3.94 p/hr to Supervisor, Food Services at \$5.38 p/hr; effective 9/17/80.         |
| Ronald J. Wells   | Beverage Line<br>Food Services                                   | Transferred from Dishroom Worker, Food Services at \$3.13 p/hr to Beverage Line Worker, Food Services at \$3.24 p/hr effective 8/23/80. |
| Joanne B. Cohoon  | Administrative<br>Secretary, MSU<br>Foundation                   | From \$5.29 p/hr to \$5.44 p/hr effective 8/11/80; attained Certified Professional Secretary rating.                                    |
| Irene Knofs       | Secretary, Ft. Campbell<br>Education Program                     | From \$3.46 p/hr to \$3.94 p/hr effective 9/1/80.   |
| Frederick Butcher | Instructional Aide, Ft.<br>Campbell Education Program            | From \$5.33 p/hr to \$5.60 p/hr effective 9/1/80.   |
| Annette Short     | Attendance/Records Clerk<br>Ft. Campbell Educational<br>Program  | From \$4.00 p/hr to \$4.33 p/hr effective 9/1/80.   |
| Lesley Smith      | BSEP Secretary, Ft.<br>Campbell Education<br>Program             | From \$3.46 p/hr to \$3.94 p/hr effective 9/1/80  |
| Pam Underwood     | Coordinator, Jackson<br>Purchase Area Health<br>Education System | From \$21,600 p/yr to \$22,600 p/yr effective 7/1/80.   |
| Debbie McCord     | Secretary, Jackson Purchase<br>Area Health Education<br>System   | From \$3.77 p/hr to \$3.96 p/hr effective 7/1/80.   |
| Lawrence Moore    | Adult Education Coordinator<br>Continuing Education              | \$300 for consulting and developing CETA program for period 8/1/80-8/14/80.   |

## D. Employment

| <u>Name</u>        | <u>Assignment</u>   | <u>Salary</u> | <u>Effective</u>     |
|--------------------|---|---------------|----------------------|
| Lula J. Orr        | Student Financial Aid<br>temp. extra help   | \$3.95 p/hr   | 8/11/80-<br>8/26/80  |
| Bonita Gail Hale   | Secretary, Special<br>Education   | 4.23 p/hr     | 7/21/80              |
| Sherry M. Haxton   | Laborer, temporary<br>VDRC  | 3.10 p/hr     | 8/ 9/80              |
| Linda J. Sawicki   | Research Assistant<br>Outreach to Identify &<br>Serve Disadvantaged<br>Grant (part-time)                  | 4.95 p/hr     | 8/ 1/80              |
| Kathryn P. King    | Secretary, Field Test<br>& Revise Masonry Modules<br>(part-time)  | 3.94 p/hr     | 7/ 1/80              |
| E. Susan Sammons   | Secretary, Occupational<br>Aspirations Project<br>(part-time)   | 3.94 p/hr     | 8/25/80              |
| Dolores E. Horwood | Freelance Artist & Cur-<br>riculum Writer, Certifi-<br>cation of National Gas<br>System Employees Project | 12,969.00 for | 8/ 1/80--<br>5/30/81 |

## Employment (Continued)

| <u>Name</u>            | <u>Assignment</u>        | <u>Salary</u> | <u>Effective</u> |
|------------------------|--------------------------|---------------|------------------|
| Lisa A. Tabers         | Snack Bar Worker         | \$3.44 p/hr   | 8/11/80-         |
|                        | Food Services            |               | 8/27/80          |
| Deborah L. Newsome     | Snack Bar Worker         | 3.44 p/hr     | 8/11/80          |
|                        | Food Services            |               |                  |
| Phyllis E. Regler      | Snack Bar Worker         | 3.44 p/hr     | 8/11/80          |
|                        | Food Services            |               |                  |
| Cheryl A. Manning      | Pots & Pans Worker       | 3.10 p/hr     | 8/11/80          |
|                        | Food Services            |               |                  |
| Florence G. Outland    | Bus Driver, Instruction  | 3.23 p/hr     | 8/21/80          |
|                        | & Learning               |               |                  |
| Karl W. Lee            | Bus Driver, Instruction  | 3.23 p/hr     | 8/21/80          |
|                        | & Learning               |               |                  |
| William H. Payne       | Bus Driver, Instruction  | 3.23 p/hr     | 8/21/80          |
|                        | & Learning               |               |                  |
| Melissa A. Smith       | Substitute Bus Driver    | 3.23 p/hr     | 8/21/80          |
|                        | Instruction & Learning   |               |                  |
| Buford A. Miller       | Substitute Bus Driver    | 3.23 p/hr     | 8/21/80          |
|                        | Instruction & Learning   |               |                  |
| Fayrene D. Christensen | Field Services Trainer/  | 1,284.00 p/mo | 7/ 1/80-         |
|                        | Supervisor, West KY      |               | 5/31/81          |
|                        | Multi Handicapped Grant  |               |                  |
| Elaine H. Harrison     | Beverage Line Worker     | 3.24 p/hr     | 8/28/80          |
|                        | Food Services            |               |                  |
| Dee Ann Umar           | Memory Typewriter Opera- | 3.94 p/hr     | 8/25/80          |
|                        | tor, School Relations    |               |                  |
| Denise D. Bumphis      | Residence Hall Recep-    | 3.24 p/hr     | 8/21/80-         |
|                        | tionist, Housing (p-t)   |               | 5/15/80          |
| Glenna J. Holloway     | Hall Receptionist        | 3.24 p/hr     | 8/21/80-         |
|                        | Housing (part-time)      |               | 5/15/80          |
| Lorraine F. Maggard    | Hall Receptionist        | 3.24 p/hr     | 8/21/80-         |
|                        | Housing (part-time)      |               | 5/15/80          |
| Peggy S. Noel          | Hall Receptionist        | 3.24 p/hr     | 8/21/80-         |
|                        | Housing (part-time)      |               | 5/15/80          |
| David L. Feagin        | Custodian, Physical      | 3.10 p/hr     | 8/17/80-         |
|                        | Plant                    |               | 8/20/80          |
| Willodean Walker       | Dishroom Worker          | 3.10 p/hr     | 8/ 5/80          |
|                        | Food Services            |               |                  |
| Joel D. White          | Laborer, Physical        | 3.10 p/hr     | 8/19/80          |
|                        | Plant (temporary)        |               |                  |
| Teresa K. Griffith     | ID Worker, Controller    | 3.10 p/hr     | 8/22/80          |
|                        | (temporary, part-time)   |               |                  |
| Joe P. Robertson       | Carpenter, Physical      | 5.17 p/hr     | 8/25/80          |
|                        | Plant, temporary         |               |                  |
| Grace Brockhagen       | Custodian, Physical      | 3.10 p/hr     | 8/25/80          |
|                        | Plant                    |               |                  |
| Paul Lassiter          | Custodian, Physical      | 3.10 p/hr     | 8/28/80          |
|                        | Plant                    |               |                  |
| Homer Lovett           | Carpenter A, Physical    | 5.79 p/hr     | 8/25/80          |
|                        | Plant, temporary         |               |                  |
| Virgil Lyon            | Carpenter A, Physical    | 5.79 p/hr     | 8/28/80          |
|                        | Plant, temporary         |               |                  |
| Ruth Muskgrow          | Custodian, Physical      | 3.10 p/hr     | 8/25/80          |
|                        | Plant                    |               |                  |
| Carole Cassidy         | Snack Bar Worker,        | 3.44 p/hr     | 8/27/80          |
|                        | Food Services            |               |                  |
| Judy A. Hale           | Dishroom Worker          | 3.10 p/hr     | 8/27/80          |
|                        | Food Services            |               |                  |
| Edna M. Jones          | Snack Bar Worker         | 3.44 p/hr     | 8/28/80          |
|                        | Food Services            |               |                  |
| Sonya Adams            | Seasonal Laborer         | 3.00 p/hr     | 9/ 8/80-         |
|                        | VDRC                     |               | 9/12/80          |
| Rosalee Badger         | Secretary, Academic      | 4.23 p/hr     | 8/25/80          |
|                        | Programs, temporary      |               |                  |
| Beverly B. Powell      | Credit Evaluations       | 4.95 p/hr     | 8/22/80          |
|                        | Clerk, Admissions        |               |                  |
| Aimee T. Lew           | Clerk/Typist, Music      | 3.67 p/hr     | 8/26/80          |
|                        | part-time                |               |                  |
| Janice Couzens         | Secretary, Center for    | 3.94 p/hr     | 9/ 2/80          |
|                        | Academic Advisement      |               |                  |



## Employment (Continued)

| <u>Name</u>       | <u>Assignment</u>  | <u>Salary</u>  | <u>Effective</u>    |
|-------------------|--|----------------|---------------------|
| Sue Morris        | Hall Receptionist  | \$3.24 p/hr    | 8/21/80             |
| Mary Vidmer       | Housing, part-time<br>Secretary, Ft. Campbell Education Program, temporary | 3.52 p/hr      | 8/18/80-<br>9/30/80 |
| Pamela Matlick    | Clerk/Typist, West KY<br>Multi Handicapped<br>Project                      | 3.94 p/hr      | 8/20/80             |
| Jack Miller       | Stockroom Worker<br>Food Services  | 3.94 p/hr      | 9/ 2/80             |
| Michael P. White  | Director, Computing<br>& Information Systems                               | 30,000.00 p/yr | 8/15/80             |
| Arnold S. Oaken   | Education Director<br>Ft. Campbell Education Program                       | 25,425.00 p/yr | 9/ 1/80             |
| John M. Yates     | Assistant Director<br>Ft. Campbell Education Program                       | 22,535.00 p/yr | 9/ 1/80             |
| Hugh L. Rider     | HSCP Coordinator<br>Ft. Campbell Education Program                         | 19,465.00 p/yr | 9/ 1/80             |
| Charles R. Sheeks | Head Counselor<br>Registrar, Ft. Campbell Education Program                | 17,800.00 p/yr | 9/ 1/80             |

## E. Employment - Graduate Assistantships

| <u>Name</u>        | <u>Assignment</u>                             | <u>Semester<br/>Amount</u> | <u>Fall<br/>1980</u> | <u>Spring<br/>1981</u> |
|--------------------|---|----------------------------|----------------------|------------------------|
| Hal Watkins        | Center for Academic Advisement                | \$1,800                    | X                    | X                      |
| David Weisenberger | Mathematics                                   | 1,800                      |                      | X                      |
| Shirley White      | Professional Studies                          | 1,200                      | X                    | X                      |
| Joseph Williams    | Recreation & Physical Education               | 1,200                      | X                    | X                      |
| Joyce Wooldridge   | Special Education                             | 1,200                      | X                    | X                      |
| Shirley Small      | Child Studies                                 | 1,200                      | X                    | X                      |
| Ann Snow           | History                                       | 1,200                      | X                    | X                      |
| Susan Solomon      | Speech and Theatre                            | 1,800                      | X                    | X                      |
| Phillip Suiter     | Business & Public Affairs<br>Dean's Office    | 1,200                      | X                    | X                      |
| Daniel Schwartz    | Business & Public Affairs<br>Dean's Office    | 1,200                      | X                    | X                      |
| Belinda Ward       | Business & Public Affairs<br>Dean's Office    | 1,800                      | X                    | X                      |
| Isaac Thacker IV   | History                                       | 1,200                      | X                    | X                      |
| Cynthia Turnbow    | English                                       | 1,200                      | X                    |                        |
| Michael Wahlig     | Speech and Theatre                            | 1,800                      | X                    | X                      |
| Sonya Walsh        | Recreation & Physical Education               | 1,200                      | X                    | X                      |
| Julia Ledford      | Speech and Theatre                            | 1,800                      | X                    | X                      |
| Farrukh Mahmood    | Business & Public Affairs                     | 1,200                      | X                    | X                      |
| James Matney       | Psychology                                    | 1,200                      | X                    | X                      |
| Joan McClure       | Political Science & Legal Studies             | 1,200                      | X                    | X                      |
| Margaret McClure   | Special Education                             | 1,200                      | X                    | X                      |
| Bartow McMichael   | Speech and Theatre                            | 1,800                      | X                    |                        |
| Susan McPherson    | Human Development & Learning<br>Dean's Office | 1,200                      | X                    | X                      |
| Martha Moore       | Speech and Theatre                            | 1,800                      | X                    | X                      |
| Nicollette Murray  | History                                       | 1,200                      | X                    | X                      |
| Joann Niffenegger  | Child Studies                                 | 1,200                      | X                    | X                      |
| John Oakley        | Chemistry                                     | 1,800                      | X                    | X                      |
| Teresa Oakley      | Instruction & Learning                        | 1,200                      | X                    | X                      |
| Phyllis Osborne    | Journalism & Radio-TV                         | 1,200                      | X                    |                        |
| Karen Pace         | Journalism & Radio-TV                         | 1,200                      | X                    |                        |
| Martha Parker      | Accounting & Finance                          | 1,800                      | X                    | X                      |
| Kathryn Pasco      | History                                       | 1,200                      | X                    | X                      |
| Kevin Penick       | Graphic Arts Technology                       | 1,200                      | X                    | X                      |
| Marcia Perkins     | Office Administration & Business Ed.          | 1,800                      | X                    |                        |

## Employment - Graduate Assistantships (Continued)

| <u>Name</u>       | <u>Assignment</u>                    | <u>Semester<br/>Amount</u> | <u>Fall<br/>1980</u> | <u>Spring<br/>1981</u> |
|-------------------|--------------------------------------|----------------------------|----------------------|------------------------|
| Janna Presley     | Industrial Education                 | \$1,200                    | X                    | X                      |
| Pattye Primm      | Mathematics                          | 1,800                      | X                    | X                      |
| Marie Quinby      | Instruction & Learning               | 1,200                      | X                    | X                      |
| Timothy Reding    | Journalism & Radio-TV                | 1,200                      | X                    |                        |
| Diane Reese       | English                              | 1,800                      | X                    | X                      |
| Russell Robb      | Graphic Arts Technology              | 1,200                      | X                    | X                      |
| Mark Rude         | Psychology                           | 1,200                      | X                    | X                      |
| Sheila Rue        | Journalism & Radio-TV                | 1,200                      | X                    |                        |
| Delethia Bethune  | Recreation & Physical Education      | 1,200                      | X                    | X                      |
| Kimber Bentley    | English                              | 1,200                      | X                    | X                      |
| Pamela Blincoe    | English                              | 1,800                      | X                    | X                      |
| Patricia Boyd     | Center for Academic Advisement       | 1,800                      | X                    | X                      |
| Johnnie Braswell  | Safety Engineering & Health          | 1,200                      | X                    | X                      |
| Lawrence Brown    | Professional Studies                 | 1,200                      | X                    | X                      |
| Roger Burgess     | Industrial Education                 | 1,200                      | X                    |                        |
| Emmitt Carney     | Instruction & Learning               | 1,200                      | X                    | X                      |
| Clayton Clement   | Exposition Center                    | 1,800                      | X                    | X                      |
| James Coriell     | Business & Public Affairs            | 1,200                      | X                    | X                      |
|                   | Dean's Office                        |                            |                      |                        |
| Karen Covington   | Journalism & Radio-TV                | 1,200                      | X                    |                        |
| Georgia Crawford  | Speech and Theatre                   | 1,800                      | X                    | X                      |
| Laurie Curra      | Environmental Sciences               | 1,200                      | X                    | X                      |
| Dawn D'Amico      | Psychology                           | 1,200                      | X                    |                        |
| Emily Davis       | Center for Academic Advisement       | 1,800                      | X                    | X                      |
| Randy Heidlebaugh | Music                                | 1,200                      | X                    | X                      |
| Carson Dayley     | MARC                                 | 1,800                      | X                    |                        |
| Timothy Hicks     | Business & Public Affairs            | 1,200                      | X                    | X                      |
|                   | Dean's Office                        |                            |                      |                        |
| Lyle Fair         | Professional Studies                 | 1,200                      | X                    | X                      |
| Rebecca Fairbanks | Special Education                    | 1,200                      | X                    | X                      |
| Michael Fisher    | Speech and Theatre                   | 1,800                      | X                    | X                      |
| Robin Floyd       | Computer Studies                     | 1,200                      | X                    | X                      |
| Maria Blynn       | English                              | 1,800                      | X                    | X                      |
| Mary Glover       | Professional Studies                 | 1,200                      | X                    | X                      |
| Joe Green         | Industrial Education                 | 1,200                      | X                    | X                      |
| Roger Burgess     | Industrial Education                 | 1,200                      | X                    |                        |
| Jewel Hayes       | Recreation & Physical Education      | 1,200                      | X                    | X                      |
| Janice Hensley    | Professional Studies                 | 1,200                      | X                    | X                      |
| Richard Hoffman   | Office Administration & Business Ed. | 1,200                      | X                    | X                      |
| Vicki Hogan       | Speech and Theatre                   | 1,800                      | X                    | X                      |
| Kandis Jenings    | Geosciences                          | 1,800                      | X                    |                        |
| Marcia Johnson    | English                              | 1,200                      | X                    |                        |
| Janis Jones       | Instruction & Learning               | 1,800                      | X                    | X                      |
| Carl Lackey       | Safety Engineering & Health          | 1,200                      | X                    | X                      |
| Kenneth Newton    | Physics & Astronomy                  | 1,800                      | X                    | X                      |
| Thomas Leary      | Safety Engineering & Health          | 1,200                      | X                    | X                      |
| Sue Vance         | Human Development & Learning         | 1,200                      | X                    | X                      |
|                   | Dean's Office                        |                            |                      |                        |
| Stephen Mock      | Athletics                            | 1,200                      | X                    | X                      |
| Richard Anderson  | Management & Marketing               | 1,800                      | X                    | X                      |
| Gary Atkinson     | Business & Public Affairs            | 1,200                      | X                    | X                      |
|                   | Dean's Office                        |                            |                      |                        |
| Mark Barrett      | Counseling & Testing Center          | 1,200                      | X                    | X                      |
| Roberta Bass      | Recreation & Physical Education      | 1,200                      | X                    | X                      |
| Kevin Caines      | Athletics                            | 1,800                      | X                    | X                      |
| Jane Krabil       | Journalism & Radio-TV                | 1,200                      | X                    |                        |
| Richard Mjos      | Art                                  | 1,800                      | X                    | X                      |
| Nancy Sills       | Home Economics                       | 1,200                      | X                    | X                      |
| Edward Trepper    | Home Economics                       | 1,200                      | X                    | X                      |
| Marilyn Mikulcik  | Instruction & Learning               | 1,200                      | X                    | X                      |
| Debra Pyles       | Instruction & Learning               | 1,200                      | X                    | X                      |
| Steven Spurgen    | Instruction & Learning               | 1,200                      | X                    | X                      |
| Jonda Crosby      | Agriculture                          | 1,200                      | X                    | X                      |
| Melodie Bidwell   | Agriculture                          | 1,200                      | X                    | X                      |
| Heather Pittman   | Agriculture                          | 1,200                      | X                    | X                      |
| James Weatherford | Agriculture                          | 1,200                      | X                    | X                      |
| Susan Stuska      | Agriculture                          | 1,200                      | X                    | X                      |
| Carol Robertson   | Agriculture                          | 1,200                      | X                    | X                      |

## Employment - Graduate Assistantships (Continued)

| <u>Name</u>        | <u>Assignment</u>   | <u>Semester<br/>Amount</u> | <u>Fall<br/>1980</u> | <u>Spring<br/>1981</u> |
|--------------------|---------------------|----------------------------|----------------------|------------------------|
| Michael Woods      | Biological Sciences | \$1,200                    | X                    | X                      |
| Kenneth Houser     | Biological Sciences | 1,800                      | X                    | X                      |
| Paul Wellner       | Biological Sciences | 1,200                      | X                    | X                      |
| Philip Cunningham  | Biological Sciences | 1,800                      | X                    | X                      |
| Elizabeth Choinski | Biological Sciences | 1,200                      | X                    | X                      |
| Bradley Newcomb    | Biological Sciences | 1,800                      | X                    | X                      |
| Yared Woldeyesus   | Biological Sciences | 1,200                      | X                    | X                      |
| Roger Powers       | Chemistry           | 1,200                      | X                    |                        |
| Rebecca Woods      | Chemistry           | 1,800                      | X                    | X                      |
| Brent Cole         | Chemistry           | 1,200                      | X                    | X                      |
| Alan Bradbury      | Chemistry           | 1,800                      | X                    | X                      |
| Tommy Jones        | Chemistry           | 1,200                      | X                    | X                      |
| Karen Pfister      | Chemistry           | 1,800                      | X                    | X                      |
| Mohammed Takassi   | Chemistry           | 1,800                      | X                    | X                      |
| Jerry Zweigenbaum  | Chemistry           | 1,200                      | X                    |                        |
| David Klankey      | Mathematics         | 1,800                      | X                    | X                      |
| Vicki Hughes       | Mathematics         | 1,200                      | X                    | X                      |
| Mark Robinson      | Mathematics         | 1,800                      | X                    | X                      |
| Betty Sinclair     | Psychology          | 1,200                      | X                    | X                      |
| Kathee Caines      | Psychology          | 1,200                      | X                    | X                      |
| Gary Nordman       | Physics & Astronomy | 1,800                      | X                    | X                      |
| Sandra Morrow      | Physics & Astronomy | 1,800                      | X                    | X                      |

4. Tenure

I recommend that the Board of Regents confer tenure upon Dr. Joe King, Associate Professor of Biological Sciences.

5. Report of the Board of Regents Committee to Study Life and Medical Insurance Needs of the University (Dr. Richard Gray, Chairman)6. Faculty Grievance Procedure (attached)

At our August 8 meeting, action on the proposed Faculty Grievance Procedure was delayed in order to provide ample time for Board review. I recommend its adoption.

7. Amendments to the 1975 Tenure Policy

The University community has operated under the 1975 Tenure Policy for five years. This policy has proven to be an effective one. At the same time, after five years of operating under the policy, certain weaknesses in the policy have become evident, primarily for the purpose of clarification. After a year of intensive review by the Faculty Senate, University academic administrators, and Legal Counsel, the attached amendments are proposed.

Underlined words and statements are new; bracketed words and statements are to be deleted; and in order to avoid unnecessary confusion, certain sections have been rewritten.

The major changes proposed by these amendments can be summarized accordingly:

- 1) The policy clearly allows faculty members whose employment is financed by soft money (grants, etc.) to continue employment beyond seven years, while at the same time making provisions that if such faculty are subsequently appointed to regular, continuing funded positions, they would be eligible for tenure consideration.
- 2) The "eligibility" section is clarified to avoid the confusion and misinterpretations we experienced last year.

- 3) The basis for the awarding of tenure has been clarified to state explicitly that the performance of faculty and the needs of the University will both be considered.
  - a. The "attainment of the appropriate professional degree" has been set out as a separate criterion.
  - b. The "needs of the University" have been defined.
- 4) Systematic and timely communication procedures have been established throughout the tenure recommending process.
- 5) The Vice-President for the Academic Program has been given clear responsibilities as a tenure recommending agent; concomitantly, he will no longer serve on the University Tenure Committee (the appeals committee).
- 6) The annual evaluation of faculty (established by the Board in its recently adopted Salary Policy) has been tied to the Tenure Policy.
- 7) The Appeals provisions now guarantee procedural due process to faculty appealing tenure denials.

I respectfully request that each Board member carefully review these proposed changes so that we can take action at this meeting, if at all possible. With the tenure process for 1980-81 scheduled to begin October 1, it would be highly desirable to have these amendments adopted by that time.

I recommend Board adoption of the attached amendments to the 1975 Tenure Policy.

#### SUPPLEMENTAL AGENDA September 6, 1980

#### 1. Report from Investments Committee

#### 2. Acceptance of Gift

I recommend that the University accept the gift of W. B. Bradberry Grand Scale Piano 15205, donated by Mrs. Jo Travis Jenkins of Sturgis, Kentucky, in support of the University's music program. The value of the antique grand piano as appraised by Lonardo Piano Company of Paris, Tennessee, is \$1,000 to \$1,200.

#### 3. Public Service Leaves of Absence (without compensation)

I recommend that Mr. Jeffrey R. Green, Director of Special Projects in the Rural Development Institute, be granted a public service leave of absence for the period September 8 to November 3, 1980. Mr. Green will assume a staff position in the 1980 Presidential Election campaign.

I recommend that Mr. Dwain McIntosh, Assistant Director of Information and Public Services, be granted a public service leave of absence for the period December 1, 1980 through June 30, 1981. Mr. McIntosh will assume an administrative assistant position in the office of Congressman Carroll Hubbard.

#### 4. Executive Session (personnel matters)

#### Report of the President

Dr. Curris reported that for the 1980 fall semester the University appears to have an increase of over 200 full-time students, the largest freshman class in a decade, and total enrollment will probably be about the same as 1979's due to the budget cutback causing fewer off-campus classes to be offered. He further reported that a) the residence hall occupancy rate is about 100%, with 3,470--an increase of 240--students living in the dormitories, b) the housing system is self-sufficient with adequate funding going into maintenance and repair accounts, c) there is a corresponding increase in the number of meal tickets and d) the delay in completion of the University Center has caused overcrowding in the cafeteria. He added that completion of the University Center is expected the latter part of October with occupancy of the building anticipated in November or December, and that the University has notified the State Department of Finance it wishes to press for damages against the contractor as delays in completing the building have caused the University to experience financial loss.

Regarding other construction projects, Dr. Curris stated that

- the Wrather Hall project is behind schedule,
- The State has lifted the moratorium on construction of the addition to the Breathitt Veterinary and Diagnostic Research Center and plans for the project are expected to be completed in a month or so, and
- the University is trying to get approval to proceed with some roof repair projects critical to the maintenance program.

He further stated that the Secretary of Finance, General Assembly, and Office of Policy and Management have affirmed that should the shortfall of revenue in Kentucky not be as great as anticipated funds will be restored to the institutions.

Dr. Curris reported September 5, 1980, was Mine Safety and Education Day in Madisonville, Kentucky. He stated that the University has signed an agreement with Madisonville Community College whereby the University has agreed to offer the last two years of a mining management technology program with emphasis on management programs for supervisors in the mining industry. The coal industry in the area has been aware of the need for this program and has generously pledged \$50,000 to finance the program over a two-year period.

Dr. Curris presented to the Board copies of report and financial statement of the MSU Federal Credit Union and stated that the Credit Union has done well with 692 active members and with assets in excess of \$700,000.

In response to Mr. McCuiston's question regarding the plans for the industry and technology building, Dr. Curris responded that the project is in Phase A, funding for architectural planning has been set aside, that for six years the University has made requests to Frankfort for this facility, that the College of Industry and Technology continues to grow and space is lacking for the students and programs in this College, that the space being utilized is not up to OSHA standards, and that it is hoped the newly-structured Council on Higher Education will give equitable consideration to capital construction needs of the institutions.

To Mr. West's query as to communication from the Council on Higher Education regarding mission statements, Dr. Curris responded that the mission statements for the public institutions of higher education were adopted two years ago and they have not been fully implemented by the Council on Higher Education as earlier anticipated.

In response to questions regarding the athletic facilities, Dr. Curris stated that

- the status of plans for the Sports Arena is the same as the Industry and Technology Building and the architects have not approached the end of Phase A.
- construction is underway to replace the basketball floor of the present arena. An emergency decision was made to replace the hardwood floor with material similar to the Tartan surface after water in the southeast section of the Arena flooded the floor and it was determined that the floor could not be sanded again. Funds for this project were provided from basic University reserve funds.
- there have been problems with the track at Stewart Stadium which was installed in 1973 and the 3M Company has agreed to split the cost of track replacement with the University. Hopefully the longevity of the new track will exceed that laid in 1973.
- the artificial turf on the football field is deteriorating and replacement will be needed in the not-too-distant future. The option of natural turf is being considered because as a rule artificial turf deteriorates irrespective of use and the amount of use is not as great a factor as the duration.

In response to Mrs. Page's question as to what kind of degree the students would receive in the mining programs, Dr. Curris stated it would be in Industry & Technology, but the exact title he did not have.

### Faculty Personnel/Payroll Items, Approved

Mr. Morgan moved that the Board approve the faculty personnel/payroll items listed in Item 2 A-D of the agenda. Mr. Long seconded and the following voted: Mr. Carneal, aye; Mr. Christopher, aye; Mr. Clark, aye; Mr. Long, aye; Mr. McCuiston, aye; Mr. Morgan, aye; Mrs. Page, aye; and Dr. Howard, aye.

### Staff Personnel/Payroll Items, Approved

Mr. Long moved that the Board approve the staff personnel/payroll items listed in Item 3 A-E of the agenda. Mrs. Page seconded and the following voted: Mr. Carneal, aye; Mr. Christopher, aye; Mr. Clark, aye; Mr. Long, aye; Mr. McCuiston, aye; Mr. Morgan, aye; Mrs. Page, aye; Mr. West, aye; and Dr. Howard, aye.

### Tenure

Upon the recommendation of the President, Mr. West moved that the Board confer tenure upon Dr. Joe King, Associate Professor of Biological Sciences. Mr. McCuiston seconded and the motion carried.

### Report of the Committee to Study Life and Medical Insurance Needs of the University

On August 3, 1979, Chairman Howard appointed the following to serve as a committee to consider concerns, evaluate, and compare various insurance programs: Dr. Gray, Dr. Matarazzo, Mr. Springer, Mr. Carneal, and Mr. Christopher.

Reporting for the Committee, Dr. Gray stated the Committee desired the expertise of outside consultants and employed the firm of Tillinghast, Nelson & Warren to study the University's insurance program. He made an oral presentation of the consultant's report and distributed copies of the summary of the report which follows to the members of the Board.

#### SUMMARY

With respect to plan design, we prefer alternative "1" below:

1. Move to a comprehensive or single plan major medical providing...
  - (a) emphasis on out-patient treatment;
  - (b) upper limits on employee exposure to very large claims.
2. Improve physician allowances under the present base plan plus major medical.

Preserve the non-contributory financing of the plan, as this...

- (a) is tax-efficient;
- (b) complements the burdensome after-tax contributions to retirement systems; and
- (c) retains plan control and flexibility for management.

Consider adding prescription drug and/or dental coverage to the non-contributory package.

In the area of carrier relationship, we suggest...

1. Securing the refund of all reserves under the medical contract which are in excess of approximately three months' paid claims. This refund of \$200,000 to \$225,000 can be accomplished by...
  - (a) an immediate cash refund;
  - (b) amortized by accepting a less-than-indicated rate increase (i.e., an increase of 16% for 1980-81 rather than 30%); or
  - (c) amortized by benefit improvements not accounted for in premium adjustments.

If it is impractical to receive a cash refund, then we think it would be preferable to amortize the surplus by benefit improvements first and then, if any surplus remains, seek adjustments in premium rates. If the surplus is not to be recaptured within one year, then, certainly, over no more than a three-year period.

2. Seek a reduction in direct expense charges from 7% to 5%. It is unlikely that the carriers will agree to such a reduction along with forfeiting interest-bearing reserves at the same time. However, the carriers should be aware of Murray State University's goal of most competitive expense of operation.
3. Specify a claims handling arrangement which is more timely and efficient.
4. Strive for more effective communication of the plan through rewritten descriptive booklets -- perhaps supplemented by an audiovisual presentation on the whole array of employee benefits at Murray State University.

Mr. Carneal moved that the University rebid the life and medical insurance coverage for university employees and recommended that a university committee chaired by Dr. Gray be authorized to get the best insurance program from a carrier for available funds. Mr. Christopher seconded.

Mr. Morgan stated that he agreed with the recommendation and the consultants' recommendations were good.

In response to Mr. Clark's question regarding procedure for acceptance of bids, Dr. Gray responded that

- a) university personnel will make recommendations regarding coverage,
- b) with input regarding these recommendations from the Board Committee, the University's Insurance and Benefits Committee, and other University groups, university personnel will prepare guideline specifications including coverage and benefit payments,
- c) the call for bids will be through the Division of Purchasing of the State Department of Finance,
- d) upon receipt of bids, a committee of university personnel with input from the aforementioned Board Committee and other groups will evaluate the bids and responses, and
- e) with the successful bidder, negotiations will take place to select the best combination of benefits for the money available.

Upon call for the question, the motion carried.

Chairman Howard expressed appreciation to Dr. Gray for the report and to the Committee for its work. The Chairman then appointed the following replacements on the Committee: Mr. West to replace Dr. Matarazzo and Mr. Morgan to replace Mr. Springer.

NOTE: Addendum to Minutes

#### Faculty Grievance Procedure, Adopted

President Curris stated that at the August 8 meeting of the Board the Faculty Grievance Procedure was tabled in order to provide ample time for Board review and recommended the adoption of the Procedure at this time.

Mr. Carneal moved that the Board accept the President's recommendation and approve the Faculty Grievance Procedure. Mr. McCuiston seconded.

Mr. Carneal questioned IV. Procedure, Step 3 and the Vice-President's role.

Mr. West moved that IV. Procedure, Step 3, be amended to read, "extending the time period not to exceed ten (10) days." Mr. McCuiston seconded.

The Faculty Grievance Procedure as amended is as follows:

#### I. Purpose

To allow faculty members the right to present a grievance to the University and have it considered on its merits by an expeditious and orderly process. The procedure established herein is advisory in nature and is not an adjudicatory process.

## II. Definitions

- Complainant--One who complains within the scope of these proceedings.
- Respondent--One against whom a complaint is filed.
- Appellant--One who appeals.
- Appellee--One against whom an appeal is taken.
- Days--When classes or exams are scheduled, excluding Saturdays, Sundays, and legal holidays.
- Faculty--Defined by the Board of Regents, in the Faculty Handbook.
- Grievance--An allegation or complaint that there has been a violation, misinterpretation or improper application of existing policies, rule, regulations, practices, and/or procedures which faculty members believe to be unfair, inequitable, or a hinderance to their effective operation; save and except as limited in III. hereinbelow.

## III. Limitations

This Faculty Grievance Procedure is not designed to include questions that may arise concerning Leave, Promotion, Nonreappointment, Tenure, Dismissal, Salary (other than a violation of the University's Salary Policy), or act covered in the Affirmative Action Compliance Program.

This Faculty Grievance Procedure is not designed to cover grievances between faculty and nonfaculty.

## IV. Procedure

Step 1 - Faculty members shall follow the procedure for resolving grievances utilized in their college or appropriate academic unit. If the college or appropriate academic unit does not have a grievance procedure or if the grievance involves individuals in two (2) or more colleges and/or "appropriate academic unit," then the faculty member commences with Step 2. A faculty member utilizing Step 1 will be referred to as a complainant. A person against whom a grievance is filed will be referred to as the respondent. The grievance procedure utilized in the college or appropriate academic unit shall be concluded within thirty (30) days.

If the grievance is initiated against any individual above the level of Dean, then such a grievance shall be taken directly to the President who may resolve the matter as he deems appropriate. The President must make known his/her decision no later than twenty (20) days after receiving the grievance.

Step 2 - Failing to resolve the grievance by Step 1, the dissatisfied faculty member(s) may complain or appeal to the appropriate Vice President specifically responsible for the area of Respondent's services (hereinafter referred to as "the Vice President"). This complaint or appeal will be in writing and will formally state all information the complainant(s)/appellant(s) considers pertinent and will include how he/she/they wish the grievance to be resolved. An appeal must be made no later than five (5) days after notification of the decision in Step 1.



Step 3 - The Vice President shall give notice in writing to all parties that a complaint/appeal has been filed with his office. This letter of notification shall be given within five (5) days from the date when the complaint/appeal was filed. The Vice President's notification to the parties shall, in addition to the notification that a complaint/appeal has been filed, include a request that two (2) faculty members be designated by the complainant(s)/appellant(s) and likewise by the respondent(s)/appellee(s) to serve on the Faculty Grievance Board and to notify the Vice President of their designees. This designation shall be filed with the Office of the Vice President within five (5) days from the date of the letter of notification from the Vice President's Office. Failure to make these recommendations within the stipulated time period could result in the designees being selected by the Vice President or the Vice President extending the time period not to exceed ten (10) days. The Faculty Grievance Board shall consist of five (5) faculty members--a total of four (4) designated by the parties together with the faculty chairman.

Faculty members shall be designated who have not previously formed a fixed and final opinion as to the merits of the grievance and who have not expressed an unwillingness to judge the case on its merits as determined by the evidence presented. No faculty member shall be required to serve on the Board should he elect not to serve.

Step 4 - The Vice President shall within five (5) days following the receipt of the names of those faculty members last designated cause the convening of the Faculty Grievance Board. The Vice President will meet with the four designated faculty members to select an additional faculty member who will serve as chairman of the Board. If the four faculty members have not made a unanimous selection within two (2) days of their initial convening, the Vice President will select the fifth faculty member within two (2) days, thereafter. The faculty member selected by the Vice President must be someone not previously rejected by the original members. The Vice President will not serve as a member of this Board.

Step 5 - This Board, as constituted in Step 4, acting as one body under the direction of the chairman may take any normal and reasonable action to ascertain all pertinent information necessary to resolve the grievance; save and except for information forbidden by law and/or University policy to be disclosed. This action may include calling before it any person(s) thought by the Grievance Board to have knowledge necessary for the Board to resolve the grievance. The Board will complete its investigation no later than twenty (20) days after its initial convening by the Vice President.

Step 6 - The factual findings of this Board and its recommendation(s) for specific action to resolve the grievance will be made in writing by the Board chairman to the Vice President. Also at this time, copies will be sent by the Board chairman to the parties. This action will be completed no later than five (5) days after the Board has concluded its investigation.

Step 7 - No later than five (5) days after receiving the written report from the Faculty Grievance Board chairman, the Vice President will notify the parties in writing of his decision. In reaching his decision, the Vice President may request and receive additional information as he deems appropriate within the specified time period.

Step 8 - If either the complainant(s)/appellant(s) or the respondent(s)/appellee(s) is dissatisfied with the decision made by the Vice President, an appeal may be made in writing to the President of the University. This appeal must be made no later than five (5) days after notification of the decision in Step 7. The President must make known his/her decision no later than twenty (20) days after receiving the written appeal. The President shall base his decision upon the recommendation of the Faculty Grievance Board, the decision of the Vice President, and any other information he shall request or receive.

Failure to communicate a decision at any step of this grievance procedure within the specified time limits shall permit it to be advanced to the next step of the procedure, unless a longer period is permitted herein or is established by mutual consent.

Upon call for the question, the motion carried.

#### Amendments to 1975 Tenure Policy, Adopted

President Curris reviewed the amendments to the 1975 Tenure Policy and recommended their adoption, with the understanding that editorial changes need to be made.

Mr. West moved that the following amendments to the 1975 Tenure Policy be adopted. Mr. Carneal seconded.

(see attachment)

Dr. Curris stated that the Tenure Policy amendments are significant because the formulation of these amendments is a milestone in the governance of the University. He expressed pleasure that the amendments reflect the thinking of elected faculty representatives, administrators who have to live with them, and the University Attorney who may have to defend them.

Mr. West stated that the end product of tenure amendments was endorsed by the Faculty Senate and called attention to the fact that there is no change in the section on "Nonreappointment" nor in the last paragraph of the "Implementation" section of the Policy.

Mr. Christopher expressed concern regarding the awarding of tenure to a person in the "soft-money" category. Dr. Curris stated that a person must be on "hard-money" to be considered for tenure and called attention to Footnote #1 of the amendments.

Upon call for the question, the motion carried.

#### Information

Chairman Howard expressed the Board's sympathy to former regent James A. Davis on the death of his wife.

The Chairman read a note from Doug Moore expressing appreciation for the Board of Regents Scholarship.

#### O. B. Springer named Regent Emeritus

Chairman Howard stated that Mr. O. B. Springer of Henderson has served as a Regent of the Murray State University Board for twenty-six years and that it is believed this is a record of service in the Commonwealth. The Chairman then moved that Mr. O. B. Springer be named Regent Emeritus of the Murray State University Board of Regents. The motion was seconded by the remainder of the members and carried unanimously.

The Chairman directed the Secretary of the Board to prepare a resolution of appreciation to be sent to Mr. Springer.

NOTE: Addendum to Minutes

#### Report of Investments Committee

President Curris presented a report dated August 18, 1980, on the status of investment funds from the Investments Committee. The report was received by the Board.

#### Gift to the University, Accepted

Mr. Christopher moved that the gift of W. B. Bradberry Grand Scale Piano 15205, donated by Mrs. Jo Travis Jenkins of Sturgis, Kentucky, be accepted and appreciation for this donation be conveyed to Mrs. Jenkins. Mr. McCuiston seconded and the motion carried.

Public Service Leaves of Absence, Granted

President Curris reviewed his recommendations for public service leaves of absence stated in item 3 of the supplemental agenda.

Mr. McCuiston moved that the Board grant to Jeffrey R. Green, Director of Special Projects in the Rural Development Institute, a public service leave of absence without compensation for the period September 8 to November 3, 1980. Mr. Morgan seconded and the motion carried.

Mr. McCuiston moved that the Board grant to Dwain McIntosh, Assistant Director of Information and Public Services, a public service leave of absence without compensation for the period December 1, 1980 through June 30, 1981. Mr. Morgan seconded and the motion carried.

Executive Session

Mr. Christopher moved that the Board convene in executive session for the purpose of discussing a personnel matter that will not require a vote of the Board. Mr. Clark seconded and the motion carried.

Public Session and Adjournment

The Board reconvened in public session and upon motion of Mr. Long, which was seconded, the Board voted to adjourn. Meeting adjourned at 4:00 p.m.

Charles E. Howard  
Chairman

Patricia R. Dyer  
Secretary

ADDENDUM TO MINUTES  
September 6, 1980

Item 1

September 10, 1980

Dr. Charles E. Howard  
Chairman, Murray State University  
Board of Regents  
404 North 18th  
Mayfield, Kentucky 42066

Dear Dr. Howard:

Consistent with the spirit and perhaps the letter of the Kentucky Revised Statutes, I wish to call to the attention of the Board of Regents that I own 2000 shares of Kentucky Investors, a holding company for Investors Heritage Life Insurance Company. These shares were acquired prior to my election as President of the University in 1973.

In light of the Board of Regents' decision last Saturday, based upon the recommendation of its ad hoc Insurance Committee, to rebid the University's life and health insurance package, and inasmuch as Investors Heritage Life Insurance Company may bid on this package, I believe it appropriate that I participate neither in the preparation of bid specifications nor the evaluation of bids received.

I would appreciate it if this letter would be incorporated into the minutes of the September 6 meeting.

With kindest regards,

/s/ Constantine W. Curris

Item 2

## RESOLUTION

WHEREAS, O. B. Springer served as a member of the Murray State University Board of Regents from 1950 through 1958, 1960 through 1970, and 1972 through 1980; and

WHEREAS, his twenty-six years on the Board is the longest known tenure of any Regent or Trustee in the history of the Commonwealth; and

WHEREAS, his dedicated service to the Board materially contributed to the improvement and advancement of the University and its efforts to serve the educational needs of the citizens of West Kentucky and the Commonwealth; and

WHEREAS, he served as an effective advocate of the University's needs and programs and is affectionately known as "Mr. Murray State" in his community; and

WHEREAS, his work as a leading citizen of West Kentucky has brought honor to him and to the University he has so faithfully served; and

WHEREAS, he has lent his name to O. B. Springer Hall;

NOW, THEREFORE, BE IT RESOLVED that the citizens of the Commonwealth through the Murray State University Board of Regents hereby express their grateful appreciation to Ordra Bearl Springer for his dedicated service to the University and its students;

BE IT FURTHER RESOLVED that the Murray State University Board of Regents enthusiastically and unanimously proclaim Ordra Bearl Springer as the first and only Regent Emeritus of the Murray State University Board of Regents; and

BE IT FURTHER RESOLVED that the Board wishes him continued prosperity and happiness in coming years.

Charles E. Hovell  
Chairman

Patsy R. Dyer  
Secretary



# MURRAY STATE UNIVERSITY TENURE POLICY

## Proposed Amendments

### I. The Purpose of Tenure

The Board of Regents of Murray State University grants academic tenure to a member of the faculty for three reasons:

- a. to create an atmosphere favorable to academic freedom and responsibility as defined in the statement of policy on freedoms, rights, and responsibilities adopted by the Board of Regents on March 1, 1969, so that society as well as the individual will benefit;
- b. to provide the faculty member a reasonable expectation of security so that the university may attract and retain quality professional men and women;
- c. to promote institutional stability by creating a faculty with a strong, long-term commitment to Murray State University.

The awarding of academic tenure is an action with [clear] legal, societal and ethical implications.

Academic tenure may be granted only by formal action of the Board of Regents upon recommendation of the President. The recommendation for tenure will be a deliberate and thoroughly considered act.

### II. Eligibility for Tenure Consideration

Pursuant to the purposes of tenure, especially [the second] "to attract and retain quality professional men and women," all

full-time faculty members holding academic rank and employed half-time or more in teaching credit courses or in professional library services are eligible for tenure considerations, provided that at the time of tenure consideration the faculty member:

- a. has completed the minimum of a master's degree or the equivalent thereof in his/her principle area of responsibility as determined by the departmental tenure committee [a committee of colleagues in his discipline];
- b. has completed satisfactorily a probationary period normally consisting of five (5) full academic years of continuous full-time, active service (exclusive of leaves) to Murray State University in the rank of Instructor, Assistant Professor, Associate Professor, Professor, or a combination thereof; and
- c. is employed in a position for which continuing funding is expected (state appropriations, tuition and fees, and designated endowment income).<sup>1</sup>

Exceptions. (entire section rewritten)

1. The five-year probationary period may be reduced to three or four years (with tenure consideration occurring in the fourth or fifth year) through the awarding of prior service credit not to exceed two (2) years at this or another institution of higher education, provided that such service otherwise meets the provisions of this policy. Such a determination will be made

in writing by the appropriate collegiate or library dean, no later than the end of the faculty member's first academic year at the University.

2. A faculty member joining the University following distinguished senior service at another institution of higher education may have his/her probationary period further reduced to one or two academic years (with tenure consideration occurring in the second or third year). Ordinarily such a faculty member would have previously been awarded tenure at another institution. Determination of this additional reduction in the probationary period shall be made in writing, by the Vice-President for the Academic Program upon recommendation of the appropriate dean no later than the end of the faculty member's first academic year at the University.
3. A faculty member previously ineligible for tenure consideration according to II a) or II c) above, may, if he/she subsequently meets eligibility standards, be granted prior service credit according to provisions of Exception 1 (above), and under extraordinary circumstances have his/her probationary period further reduced to one or two years (with his/her written concurrence) according to provisions of Exception 2 (above). Such a determination shall be made in writing, by the Vice-President for the Academic Program upon recommendation of the appropriate dean no later than the end of the faculty member's first year of eligibility



4. A faculty member appointed primarily as an athletic coach or for some other primary assignment related to athletics is not eligible for tenure. Faculty members in this category may have classroom teaching responsibilities assigned as part of their regular duties. Faculty members with primary teaching appointments are eligible for tenure consideration even though they may have coaching responsibilities assigned as part of their workload. Such determination will be reflected in official University records and will be communicated to affected faculty members.

5. Deans of colleges and the Library who teach a minimum of three (3) semester hours each calendar year shall be eligible for tenure consideration.

The total period of continuous employment for any full-time faculty member at Murray State University eligible for tenure consideration and who is not awarded tenure shall not exceed seven (7) full academic years (exclusive of leaves) except as otherwise indicated in this policy.

### III. Basis for Awarding Tenure

The tenure decision must be a deliberate and considered action involving both faculty and administrative recommendations. To assure institutional stability and quality, and to facilitate a spirit of professional inquiry, both the capabilities [merits] of the individual as well as the needs of the department, the college and Murray State University must be evaluated [considered] during the tenure determination process.

[Consequently] Those who make tenure recommendations will be guided by the established criteria for evaluating faculty performance and by those factors determining departmental, collegiate and University needs for quality and development.

#### A. Faculty Performance

The criteria for assessing faculty performances are:

1. Teaching excellence and classroom performance, (the primary criterion)<sup>2</sup>
2. Evidence of concern for students, including academic advising, and contributions to student development,<sup>2</sup>
3. Academic as well as personal integrity,<sup>2</sup>
4. Attainment of the appropriate professional degree or equivalent professional experiences,
5. Professional development and growth,
6. Academic and professional recognition,
7. Involvement in and contribution to the University community.

The above are university-wide criteria, and with the exception of (1) above are not [necessarily] in order of priority. Priority and further definition of these [additional and more specific] criteria may be developed by deans of colleges and the library in formal consultation with the collegiate or library tenure committees [the faculty]. [Such criteria may be more, but not less rigorous than general university criteria.] All faculty shall be notified of such developments in writing by their deans during their first academic year of employment and in each subsequent year in which changes are made. However,

any recommendation during the tenure review process (year of decision) which places emphasis on one or more university-wide criteria (or a logical subdivision of university-wide criteria) will not be construed in and of itself to constitute the development of new priorities or further definitions.

#### B. Needs of the University

The factors determining departmental, collegiate and University needs for quality and development are:

1. Institutional and disciplinary accreditation standards and deficiencies therein,
2. Attainment of institutional and collegiate master plan goals and objectives,
3. Breadth of graduate degree preparations,
4. Maintenance of sufficient flexibility to adapt staffing requirements to changing enrollments and programmatic needs,
5. Stability of institutional financial support.

#### IV. Tenure Process [Procedure] (entire section rewritten)

Only the Board of Regents by a majority vote of its membership can confer tenure upon a faculty member. In the absence of such affirmative action by the Board, no individual is recognized as having tenure status.

The President will receive advisory recommendations both favorable and unfavorable for the granting of tenure from the first five tenure recommending agencies listed below. Based upon those recommendations and the President's own evaluation of both the candidate's capabilities and the needs of the University, he will submit the names of those faculty he recommends

for the granting of tenure to the Board of Regents. Upon request by a member of the Board of Regents, he shall provide the names of faculty not recommended for tenure, the advisory recommendations of each of the six tenure recommending agencies, and the rationale for his decision not to recommend tenure.

#### Tenure Recommending Agencies

1. Departmental Tenure Committee--the tenured faculty in the candidate's department, excluding the chairman.<sup>3</sup>
2. Departmental Chairman
3. Collegiate Tenure Committee--consisting of one tenured faculty member elected annually from each department within the college.
4. Dean of the College
5. Vice-President for the Academic Program
6. University Tenure Committee--consisting of one faculty member elected annually from each college and the Library, the members of which serve as University rather than collegiate representatives.
7. The President

#### Tenure Procedure

No later than October 1 of each academic year, the Departmental Chairman will notify each probationary faculty to be considered for tenure, and present to the Departmental Tenure Committee a list of faculty in the Department so to be considered, along with copies of their annual performance reviews for each probationary year.<sup>4</sup> Any specific guidelines or other relevant information from the Offices of the President, the Vice-President

for the Academic Program, the Dean, or the Departmental Chairman will be included in this submission.

The faculty member under tenure consideration may forward information to the Departmental Tenure Committee, if he or she wishes.

The Committee, as well as any tenure recommending agency, may seek additional information and the counsel of whomever it pleases in preparing its recommendations.

These recommendations along with all materials in the tenure folder will be forwarded by November 1 to the Departmental Chairman who will prepare a specific tenure recommendation for each member eligible for tenure.<sup>5</sup> The recommendations and the complete tenure folders will be forwarded by November 15 to the Collegiate Tenure Committee.

The recommendations of the Collegiate Tenure Committee accompanied by those of the two previous tenure recommending agencies and the tenure folders will be forwarded to the Dean of the College by December 1. The Dean will forward his recommendations and all tenure recommendations of the prior tenure recommending agencies with the tenure folder materials to the Vice-President for the Academic Program by January 1. The Vice-President will in turn forward his recommendations and all tenure recommendations of the prior tenure recommending agencies with the tenure folder materials for review and subsequent transmission to the President via the University Tenure Committee by February 1.

The responsibility of the University Tenure Committee other than for purposes of appeal is to review each tenure recommendation to insure that the tenure policy, procedures, and administrative guidelines have been observed uniformly throughout the

University. If the University Tenure Committee determines that policy, procedures, or guidelines have not been properly followed, it will return the recommendation to the appropriate agency for reconsideration. The University Tenure Committee will forward recommendations found to be in keeping with policy, procedures and administrative guidelines to the President by March 1.<sup>6</sup>

V. Notification (entire section rewritten)

Each academic year, in conjunction with the annual performance review for all faculty conducted by the departmental chairman and dean,<sup>7</sup> each probationary faculty shall receive a written evaluation based on the established criteria for assessing faculty performance. Should the probationary faculty member disagree with any aspect of his/her annual evaluation, he/she shall have the privilege of forwarding his/her response which will be attached to the written evaluation.

These evaluation procedures do not preclude probationary faculty, chairmen or deans from consulting with tenured faculty in the department or any tenure recommending agency relative to the criteria for evaluating faculty performance or the needs of the University.

When tenure is granted by the Board of Regents, notice of such action will be sent by the Secretary of the Board to the individual, the chairman of his/her department, his/her dean and the Vice-President for the Academic Program.

Any faculty member who is considered for and not awarded tenure will be notified in writing that he/she will be employed for only one (1) additional year. Upon receipt of such notice,

the faculty member may discuss the bases of his/her tenure denial with the appropriate departmental chairman and academic dean. In addition the faculty member has the right to advise-ment by the Vice-President for the Academic Program and the President as to the reasons for the denial of tenure. Upon request, the faculty member will be informed in writing as to whether the advisory recommendation from each tenure review agency was favorable.

#### VI. Appeal

A faculty member may initiate an appeal to the University Tenure Committee no later than sixty (60) calendar days after receipt of the official letter of non-reappointment by requesting a hearing. The [appeal] request for a hearing shall be in writing setting forth the [grounds] bases for the appeal together with a statement of facts in support thereof. The bases for [such] an appeal shall be [a belief] that the decision not to [award] recommend the awarding of tenure resulted from improper procedure, or rests on grounds which violate academic freedom or Constitutional rights, or is [substantially] arbitrary or capricious. A hearing shall be granted by the University Tenure Committee if the request therefor states facts showing probable cause that one or more of the bases for appeal may exist.

Upon being shown probable cause [If granted by] the University Tenure Committee shall hold its hearing [appeals will be heard] within one hundred twenty (120) calendar days of the date of receipt by the faculty member of the official letter of non-reappointment. In such appeal procedures, the burden of proof is on the faculty member making the appeal.

In the event of a hearing, the appealing faculty member shall be guaranteed due process which shall include (but not be limited to) the right to appear before the Committee; the right to call witnesses in his/her behalf; the right to cross examine other witnesses; and the right to present evidence in his/her behalf with respect to the bases of the appeal.

The University Tenure Committee shall submit a written report to the President which will include: a summary of its findings based on the record, and such recommendation(s) as it deems appropriate. The President may or may not recommend to the Board of Regents that tenure be awarded [it reconsider its decision]. The report from the University Tenure Committee shall be made available to the Board of Regents.



7 Implementation

These tenure policy amendments shall be effective immediately upon approval of the Board of Regents of Murray State University.

These amendments shall automatically apply to all faculty members except as provided below.

These amendments shall not apply to those faculty members for whom a tenure decision has been previously made.

Faculty members serving at Murray State University at the time of the adoption of the 1980 amendments who are eligible for tenure consideration under the 1975 policy and for whom 1980-81 will be the year of tenure consideration, and who would also be eligible for tenure consideration under the September 6, 1980 tenure policy amendments shall have the option to be considered under either the 1975 policy without the 1980 amendments or the 1975 tenure policy with the 1980 amendments.

This option shall be exercised in writing by such faculty member no later than September 30, 1980, on forms provided by his/her departmental chairman.

## FOOTNOTES

<sup>1</sup>The appointment and subsequent reappointment(s) of a faculty member to a position funded in whole or in substantial part from sources other than continuing funding shall specify in writing that the continuation of the faculty member's services shall be contingent upon the continued availability of such funds.

Faculty initially appointed to continuing funded positions will be eligible for tenure consideration even though assigned to "soft-money" positions, unless mutually agreed to in writing by the faculty member and the Dean of the College.

With the exceptions herein noted, faculty members appointed to "soft-money" (funded through sources other than state appropriations, tuition and fees, and designated endowment income) positions are not eligible for tenure consideration and may continue employment so long as it is mutually agreeable to the faculty member and Murray State University that such employment would be beneficial.

<sup>2</sup>Student opinion should be considered with reference to these criteria. [In addition] The development of continued and systematic processes of student appraisal are encouraged.

<sup>3</sup>There is no Departmental Tenure Committee in the Library. The appropriate area coordinator will make the initial recommendation, which is then considered in the preparation of independent recommendations successively by the Library Tenure Committee (consisting of all tenured professional librarians, excluding the area coordinator), the Dean, the Vice-President for the Academic Program, and the President.

<sup>4</sup>Should the faculty member disagree for reasons of eligibility with his/her inclusion on or exclusion from the list submitted by the Chairman of the Departmental Tenure Committee, he/she may appeal this issue to the Dean no later than October 15. The Dean will make the determinative judgment.

<sup>5</sup>The faculty member will be promptly advised at each step of the recommending process during the year of tenure decision as to whether the agency's recommendation is favorable.

<sup>6</sup>While meeting dates of the Board of Regents vary from year to year, the President's recommendations are usually transmitted to the Board for its consideration during late April or early May.

<sup>7</sup>See Board of Regents Faculty and Professional Staff Salary Policy.