To: Those listed below*

From: Robert E. Mahn, Secretary, Board of Trustees

Subject: March 8 Minutes

I discovered that Attachment notations and numbers did not reproduce in each instance. So that you may enter these on the appropriate pages, I am listing them below. We will make certain that this does not occur in future editions of minutes.

Page 34, Attachment 1
Page 57, Attachment 2. Also enter the heading PERMANENT EASEMENT (this also did not reproduce)
Page 62, Attachment 3
Page 70, Attachment 4
Page 76, Attachment 5
Page 83, Attachment 6
Page 85, Attachment 7
Page 87, Attachment 8
Page 90, Attachment 9
Page 91, Attachment 10
Page 101, Attachment 11

REM:ed

* Chairman and Members of Board
  Mr. Hodes
  President Sowle
  Mr. Mahn
  Senior Administrators
  Archivist
  Resident Auditor
To: Those listed below*

From: Robert E. Mahn, Secretary, Board of Trustees

Subject: Draft of March 8, 1973 Minutes

Enclosed for your file is a draft of the minutes of the March 8, 1973 meeting. This draft, which has been reviewed by the President and senior administrators, will be presented for approval at the May 9 meeting. Notice of approval will be sent after May 9. If approval is with changes, the changes will be sent for incorporation in your copy.

REM:ed

* Chairman and Members of Board
  Mr. Hodes
  President Sowle
  Mr. Mahn
  Senior Administrators
  Archivist
  Resident Auditor
To: Senior Administrators, Mr. Graham, and Archives

From: Robert E. Mahn, Secretary

Re: March 8, 1973 Board Minutes

You may substitute the attached xerox signature sheet for Page 33 of the draft copy of the minutes you received on April 9. The minutes were approved without change and signed at the May 9 meeting.
MINUTES OF THE MEETING OF
THE BOARD OF TRUSTEES OF OHIO UNIVERSITY

2:00 P.M., Thursday, March 8, 1973
Ohio University Inn, Athens, Ohio

I. Roll Call

The meeting was called to order by Chairman Kennedy. Roll call showed only one member absent, namely William R. Morris. Members present were Duncan M. Baxter, Charles E. Holzer, Jr., Mrs. Dorothy S. Johns, Fred H. Johnson, Edwin L. Kennedy, William L. Kircher, Mrs. J. Wallace Phillips, and C. Paul Stocker. Also present were President Claude R. Sowle and Secretary Robert E. Mahn. Wallace J. Hodes, President of the Ohio University Alumni Association, was unable to be present. Executive Vice President and Dean of Faculties Taylor Culbert, Vice President for Administrative Services W. Charles Culp, Vice President for Regional Higher Education Beaumont Davison, Vice President for University Relations Martin L. Hecht, and Vice President and Treasurer John F. Milar were present to give reports.

II. Action on Minutes of the Meeting of December 14, 1972

The motion by Mrs. Phillips, with second by Dr. Holzer, to approve the minutes of December 14, 1972, as previously distributed, was adopted unanimously.

III. Communications, Petitions and Memorials

A. Ironton Letters

The Secretary reported that following the action of the Board on December 14 not to proceed with the construction of a facility in Ironton, two letters had been received from citizens of the area (Mrs. Beverly G. Childers and Mr. Tim Gearhart) suggesting reconsideration of the action. These letters were acknowledged and are in the Secretary's files.

B. Letters re Name for Chillicothe Phase II Building

Dr. Davison reported the receipt of a number of letters in support of naming the building for Charles Allan Smart. These were acknowledged and senders advised that their letters would be presented to the Board for consideration.
C. University Film

Mr. Milar commented on the 16 millimeter color sound film which was designed to be used in the University's fund raising effort, but, with its TV trailer, is being used extensively in recruiting and general support efforts for the University. Mr. George Norman of his staff then showed the film.

D. Comments by Chairman

Mr. Kennedy introduced Mr. Cole Duffy of the Student Governing Board. He reported a fine meeting with Mr. Duffy and his colleagues and urged members to take advantage of opportunities to meet with student groups. Mr. Kennedy also recognized Faculty Senate Chairman Edward R. Sanford. He reported a stimulating meeting with Dr. Sanford and his Executive Committee, and complimented him for his effective leadership.

IV. Reports of President and Administrative Officers

President Sowle stated that he had no reports beyond what he had distributed, and that there were no general administrative reports.

V. Reports of Board Committees and Officers

None were presented.

VI. Unfinished Business

A. East State Street Lease Proposal

Vice President Hecht recounted briefly developments to date, stating that within a week Public Works expected to forward to the University leases approved by Kroger and the Skilken interests, and acceptable to Public Works. He recommended approval of the following resolution:

Resolution 1973-50

BE IT RESOLVED by the Board of Trustees of Ohio University that the definitive leases for the East State Street properties, when received from the Department of Public Works, be reviewed by and, if found acceptable, approved by the Committee on Budget, Finance and Physical Plant for subsequent ratification by the full Board.
Mr. Kircher moved approval of the resolution. Mr. Johnson seconded the motion.

Before the vote on the motion was taken, President Sowle asked Mr. Hecht to comment on the status of the remaining piece of litigation. He stated that hopefully this would be resolved within several weeks, and that Public Works and the University would ask for dismissal. He stated that the suit in no way interfered with development of the project, and that it was agreed that interim rentals would start on April 1. Mr. Baxter stated that the Budget, Finance and Physical Plant Committee was ready to convene as soon as leases were available.

The vote was unanimous to approve the resolution.

VII. New Business

A. Revised Food Purchasing Manual—Culp

Mr. Culp stated that the manual had been reviewed by the senior administrators and the resident state auditor, as well as by the Board Committee on Budget, Finance and Physical Plant. He read the resolution, which the committee was recommending for approval.

Mrs. Phillips moved approval of the resolution, which Mr. Baxter seconded. The vote to approve was unanimous.

Resolution 1973-51

BE IT RESOLVED that the Ohio University Board of Trustees does hereby approve the proposed Central Food Facility Purchasing and Procedures Manual to replace the Central Food Stores Purchasing and Procedures Manual previously approved by the Board on February 22, 1971.

B. Permanent Easement to the Hocking Conservancy District--Culp

Mr. Culp stated that the easement proposal had been reviewed by, and was being recommended by, the Budget, Finance and Physical Plant Committee. Funds derived will be applied to the purchase of the Burson Property from the Ohio University Fund as previously approved by the Board.

Dr. Holzer moved approval. Mr. Baxter seconded the motion, which was approved unanimously.

Resolution 1973-52

WHEREAS, on February 6, 1968, the Board of Trustees of Ohio University granted a Right-of-Entry to the Hocking Conservancy District for the purpose of constructing the Athens Local Flood Control Project, and

WHEREAS, it was the intent of the President and Board of Trustees to execute and deliver to the Hocking Conservancy District a grant of Permanent Easement over and upon land owned by the University as soon as the limits and acreage required for this purpose could be determined, and upon payment of Eight Hundred and Seventy Dollars ($870.00) per acre for land to be permanently used and occupied, and

WHEREAS, the project was completed and dedicated by the U.S. Army Corps of Engineers on May 13, 1972, and it has subsequently been determined to the mutual satisfaction of both Ohio University and the Hocking Conservancy District that a total of 143.3 acres are to be permanently used and occupied by said District, and

WHEREAS, a total sum of One Hundred Ninety-Nine Thousand, Six Hundred and Seventy-One Dollars ($199,671.00) has been agreed upon as payment in full for all acreage used and occupied and for all damages to University lands and facilities, One Hundred Thousand Dollars ($100,000) of said total having been previously paid to the University on November 18, 1970, leaving a balance of Ninety-Nine Thousand, Six Hundred and Seventy-One Dollars ($99,671.00),

NOW, THEREFORE, BE IT RESOLVED that the President and Board of Trustees of Ohio University does hereby authorize that a Permanent Easement be granted to the Hocking Conservancy District, subject to payment of a remaining balance of Ninety-Nine Thousand, Six Hundred and Seventy-One Dollars ($99,671.00).
A copy of the easement appears as Attachment 2.

C. Architect for Lancaster Phase II--Culp, Davison

Mr. Culp stated that the Board Committee on Budget, Finance and Physical Plant had reviewed this proposal, and was recommending its approval. Mr. Baxter moved approval, and Dr. Holzer seconded the motion. It was adopted unanimously.

Resolution 1973-53

WHEREAS, the 109th General Assembly of the State of Ohio appropriated $2,000,000 under Amended Substitute Senate Bill 457 for Phase II construction of the Lancaster Campus of Ohio University, and

WHEREAS, appropriate administrative officers of the University and of the Lancaster Campus have jointly prepared a program of building requirements and other pertinent data required by the Ohio Board of Regents as a prerequisite for planning funds to be released for the employment of a project architect, and

WHEREAS, it is the desire of the administrative officers involved to proceed with the interviewing of potential project architects with a subsequent recommendation to the Board of Trustees at the earliest possible date,

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Ohio University does hereby authorize the Budget, Finance and Physical Plant Committee to approve the selection of a project architect for Lancaster--Phase II construction, and to recommend said architect to the Director of the Ohio Department of Public Works.

D. Capital Improvements Projects for Athens Campus--Culp

Mr. Culp stated that he had reviewed the proposed plan with the Board Committee on Budget, Finance and Physical Plant, and approval was recommended. Completion of projects will permit vacating Berry Hall and razing Ewing Hall. It is believed that the projects can be completed with the funds available.

Mrs. Phillips moved approval, which Mr. Kircher seconded. The vote to approve was unanimous.
Resolution 1973-54

WHEREAS, on September 12, 1972, the Ohio University Board of Trustees heard and accepted a report given by Vice President Charles Culp regarding capital improvement projects to be accomplished with funds appropriated by the 109th General Assembly under Ammended Substitute Senate Bill 457, and

WHEREAS, appropriate administrative officers of Ohio University then proceeded with the development of plans and specifications for the renovation of Lindley Hall, The Messenger Building, Memorial Auditorium, the air conditioning of Bentley Hall and the renovation of various steam and utility tunnels, and

WHEREAS, said plans and specifications for the aforementioned projects have been completed and are ready for advertisement for competitive bids in conjunction with the Ohio Department of Public Works, and

WHEREAS, it is now anticipated that the construction of said capital improvement projects can be undertaken within the amount of funds appropriated for this purpose,

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Ohio University does hereby authorize the Budget, Finance and Physical Plant Committee to recommend the award of contracts for the aforementioned capital improvement projects to the Director of the Department of Public Works, and to approve the signing of said contracts, subject to the Director's recommendation to the University and the availability of funds.

E. Plans and Specifications for Zanesville Phase II--Culp, Davison

Mr. Culp reported that plans had been reviewed by the Board Committee on Budget, Finance and Physical Plant, and approval recommended. Dr. Holzer moved approval. The motion, which was seconded by Mr. Kircher, was adopted unanimously.

Resolution 1973-55

WHEREAS, the 109th General Assembly of the State of Ohio appropriated $1,000,000 under Ammended Substitute Senate Bill 457 for the construction of a Learning Resources/Student Activity Center on the Zanesville Campus, and

WHEREAS, on March 13, 1972, the Ohio University Board of Trustees authorized the appropriate administrative officers of the University and the firm of Feinknopf, Feinknopf, Macioce and Schappa to proceed with the development of detailed plans and specifications for said Center, subject
to further approval of said plans and specifications by the Board of Trustees, and

WHEREAS, said plans and specifications have now been completed and are ready for advertising for competitive bids in conjunction with the Ohio Department of Public Works, and

WHEREAS, it is now anticipated that construction of the Center can be undertaken within the limits of the $1,000,000 appropriated for the project,

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Ohio University does hereby approve the detailed plans and specifications, and

FURTHERMORE, following the evaluation of bids, the Board of Trustees hereby authorizes the Budget, Finance and Physical Plant Committee to recommend the award of contracts for construction of the Learning Resources/Student Activity Center to the Director of the Ohio Department of Public Works and to approve the signing of said contracts, subject to the Director's recommendation and the availability of funds.

F: Easement Agreement: Emergency Medical Service--Culp

Mr. Culp stated that the Budget, Finance and Physical Plant Committee had reviewed this proposal and recommended its approval. In response to the Chairman's question whether we were assured that this would have no financial impact on the budget of the University and that it provided complete protection to our facilities, Mr. Culp responded affirmatively. Mr. Baxter stated that it placed no liabilities on the University and would be an asset to the entire region. He moved approval, which Dr. Holzer seconded. The motion carried unanimously.

Resolution 1973-56

WHEREAS, the Ohio Valley Health Services Foundation has requested an easement over and upon land owned by Ohio University for the purpose of establishing a transmitting facility, and

WHEREAS, said facility is to be used in conjunction with the development of a comprehensive, public service Emergency Medical Service system funded by federal, state and local government grants to provide coverage for seven (7) southeastern Ohio counties, and

WHEREAS, it has been determined by the appropriate officers of the University that said easement can be granted for the three (3) year period during which the system is being funded by said grants.
NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Ohio University does hereby grant an easement to the Ohio Valley Health Services Foundation for a period of three (3) years, subject to provisions set forth in the attached easement document.

A copy of the easement appears as Attachment 3.


Dr. Davison read the proposed resolution, which President Sowle urged the Board to adopt, stating that this was crucial in view of steps taken by the Regents to push through centralization in advance of recommendations by the task force on higher education which the Governor has promised to appoint. Mr. Baxter stated that the Regents should solve the branches-technical schools relationship before implementing this proposal. (A copy of the Ohio Board of Regents Proposal appears as Attachment 4.)

Mr. Johnson moved adoption of the resolution, which Mr. Kircher seconded. The vote to approve was unanimous.

Resolution 1973-57

WHEREAS, the staff of the Ohio Board of Regents has prepared and distributed for review and comment a document entitled "A Policy Statement on Formation of State General and Technical Colleges," and

WHEREAS, said Policy proposed the establishment of a coordinated state system of independent two-year commuter colleges to be formed from the existing technical colleges and university branches, and

WHEREAS, said Policy further proposes that the role of the state university in a location where it formerly operated a branch campus shall be limited to provision of certain general education programming under a contract arrangement with the new institution, and

WHEREAS, the Governor of the State of Ohio has announced plans to establish a task force to study, among other issues, the structure of all public higher education in the State and the relationships between various types of institutions, and

WHEREAS, Ohio University has developed a strong system of Regional Campuses serving students in Southeastern Ohio with programs closely associated with those of its Athens campus and benefitting from this association,
THEREFORE, BE IT RESOLVED that Ohio University shall oppose, at this time, adoption of any policy by the Ohio Board of Regents which would lead toward separation of the Regional Campuses or Branches of the state universities from those universities or which would tend to weaken their current association, and

BE IT FURTHER RESOLVED that the President of Ohio University is hereby requested to convey a copy of this action to the Acting Chancellor of the Board of Regents and urge him to defer development and consideration of the proposed Policy Statement until after the report of the Governor’s Task Force on Higher Education is received and until a permanent Chancellor of the Board of Regents is appointed.

H. Proposed Letter to Board of Trustees of Muskingum Area Technical College--Davison

Dr. Davison stated that the letter had been drafted by Counsel for the University and had been approved by Counsel for the Technical College. The Board Committee on Budget, Finance and Physical Plant, he said, had reviewed the letter and was recommending approval for forwarding it to the Technical College Board. Supporting documents appear as Attachment 5.

Resolution 1973-58

The Board of Trustees of Ohio University hereby authorizes the President of the University to deliver to the President and Board of Trustees of the Muskingum Area Technical College a letter in accordance with the draft attached.
President and Board of Trustees
Muskingum Area Technical College
Zanesville, Ohio

Attention: Walker J. Huffman, President

Gentlemen:

Re: Ohio University-Zanesville and
Lease to the President and
Board of Trustees of the
Muskingum Area Technical
College

During the period of development of the lease covering a portion of our Zanesville campus for use by the Muskingum Area Technical College, there were concerns expressed about the 25 year term of the lease. Ohio University was asked to provide some indication of its current intent with regard to renewal after the initial period.

You are aware that the present President and Board of Trustees of the Ohio University cannot by its act bind or obligate a future Board of Trustees in connection with its exercise of discretionary powers. The law of the State of Ohio imposes a restriction of this type on all public agencies and the same type of limitation is applicable to you and your Board of Trustees.

You are further aware that the Ohio University President and Board of Trustees cannot dictate to the Director of Public Works how said Director will exercise the authority given him by statute in connection with the leasing of University surplus lands. It is my intent as concurred in by our present Board of Trustees to place a copy of this letter in the file pertaining to the lease mentioned above.

It is the feeling of the Board of Trustees of the Ohio University that a renewal of the lease on the same terms and provisions should be recommended by the Board of Trustees of Ohio University at the time of the expiration of the present lease to the Director of Public Works, provided the relationship between the Ohio University and the Muskingum Area Technical College has been satisfactory during the course of the existing lease.

It is my hope that the President and Board of Trustees will be guided by the foregoing statement and will consider favorably the question of a renewal of the lease at the time the existing lease expires.

Sincerely yours,

Claude R. Sowle
President
Ohio University
Mrs. Phillips moved approval of the resolution. Mr. Baxter seconded the motion, which passed unanimously.

I. Proposed Lease with Belco Crafts, Inc.--Davison

Dr. Davison explained that the orchard to be used by the sheltered workshop was in a part of the campus that would not be developed in the foreseeable future. He reported approval of the proposal by the Board Committee on Budget, Finance and Physical Plant.

Dr. Holzer moved approval, which Mrs. Phillips seconded. The vote to approve was unanimous. A copy of the lease appears as Attachment 6.

Resolution 1973-59

WHEREAS, Belco Crafts, Inc. desires to use a portion of the Ohio University Belmont County campus for the purpose of providing training for retarded adults, and

WHEREAS, the portion of the campus desired for such use will not likely be needed for university purposes during the period of the lease, and

WHEREAS, the Regional Coordinating Council for the Belmont County campus recommends the granting of a lease for this use,

THEREFORE, BE IT RESOLVED that the Board of Trustees of Ohio University hereby approves the granting of a lease to Belco Crafts, Inc. in accordance with the terms and provisions of the document entitled Lease attached to these minutes, and

BE IT FURTHER RESOLVED that appropriate officers of the University are authorized to work with the Ohio Department of Public Works and other bodies and officials to secure such lease.

J. Appointments to Regional Coordinating Councils--Davison

Dr. Davison read the appointment resolution. He responded positively to the Chairman's question of whether those nominated were willing to serve.

Mr. Baxter moved approval of the resolution, which Dr. Holzer seconded. The vote to approve was unanimous.
Biographical information on those appointed appears as Attachment 7.

Resolution 1973-60

BE IT RESOLVED that the following named persons are hereby approved for appointment to the Regional Coordinating Councils of the Regional Campuses of Ohio University for terms to expire December 31, 1981; each served a one year term which expired on December 31, 1972; and each is eligible for reappointment under the terms of the By-Laws for the Coordinating Councils adopted by the Board of Trustees:

James Hyslop         Belmont County
Robert E. Schaefer   Chillicothe
A. Jerry Good        Lancaster
Edward L. Glockner   Portsmouth
Wilson H. Cole       Zanesville

K. Convocation Center Financing--Milar

Mr. Milar reported concurrence of the Budget, Finance and Physical Plant Committee in his recommendation. Mr. Baxter reported agreement by committee members that the Chairman's views should be expressed.

Mr. Kennedy recommended that for another year financing be short term, even though in principle he disagreed with such a plan for a brick and mortar structure. He asked members to face up to the fact that at some point of yearly turnovers a short-term rate market relatively not as good might be faced. At that point he asked that they measure this against experience over a period of years.

Mr. Baxter moved approval of the resolution. Dr. Holzer seconded the motion. On roll call the following votes were recorded:

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<th>Yes</th>
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<tbody>
<tr>
<td>Baxter</td>
<td>Stocker</td>
<td>Johnson</td>
<td>Johns</td>
</tr>
<tr>
<td>Kircher</td>
<td>Holzer</td>
<td>Phillips</td>
<td>Kennedy</td>
</tr>
</tbody>
</table>

The Chairman declared the motion approved unanimously.
Providing for the issuance, sale and award of $5,975,000 Convocation Center Notes of 1973 of The Ohio University for the purpose of refunding part of the $6,125,000 principal amount of Convocation Center Notes of 1972 heretofore issued to refund prior notes issued for the purpose of constructing and equipping a building to be used for and in connection with an auditorium and athletic purposes.

WHEREAS, the Board of Trustees (herein called the "Board") of The President and Trustees of The Ohio University is vested with the control and the management of The President and Trustees of The Ohio University (herein called the "University", or when the context admits collectively with the Board called the "University"), under and by virtue of Chapter 3337 of the Revised Code of Ohio; and

WHEREAS, under Chapter 3345. of the Revised Code of Ohio, the Board has authority to construct, equip, maintain and operate the Project described below and to issue bonds and notes to pay the costs thereof, and to issue bonds and notes to refund bonds and notes previously issued for such purpose; and

WHEREAS, the Board has previously determined, and does hereby confirm, that it is necessary to provide additional student facilities and, therefore, to construct and equip a building, referred to in the plans therefor as the Convocation Center and facilities to be used for and in connection with an auditorium and athletic purposes on its campus and related facilities to be used in connection therewith (the said building and facilities constructed from the proceeds of the below mentioned Project Bonds and the within authorized notes, excluding the dormitory facilities therein which are to be paid for from surplus dormitory receipts presently on hand, being herein called the "Project"), the cost of which as completed was $7,490,000 (excluding the cost of the dormitory facilities therein estimated to cost $1,000,000); and

WHEREAS, pursuant to resolutions heretofore duly adopted by the Board, the University has issued and there are outstanding $6,125,000 principal amount of Convocation Center Notes of 1972, dated as of May 17, 1972 maturing May 17, 1973, and having been issued to refund other notes issued to pay part of the costs of the Project (the said 1972 notes being herein called the "Outstanding Notes"), and the University has $150,000 of funds lawfully available to pay part of the Outstanding Notes; and

WHEREAS, the University proposes to borrow funds to pay part of the costs of the Project, and for such purpose, to issue its revenue bonds (herein called the "Project Bonds") for the permanent financing of part of the costs of the Project, pursuant to resolution duly adopted January 5, 1966, as
supplemented, (the said resolution, as heretofore or hereafter amended, supplemented or superseded, being herein called the "Bond Resolution") and pursuant to authorizing provisions of law; and

WHEREAS, it is hereby determined to be necessary to issue the below authorized $5,975,000 Convocation Center Notes of 1973, to refund the balance of the Outstanding Notes prior to the completion of permanent financing of the Project to be represented by the Project Bonds; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of The President and Trustees of The Ohio University:

Section 1. It is hereby confirmed and declared that it is necessary to construct and equip the Project and to issue and there shall be issued, pursuant to Chapter 3345. of the Revised Code of Ohio, The Ohio University Convocation Center Notes of 1973, (herein sometimes called the "1973 Notes"), in the aggregate principal amount of $5,975,000 for the purpose of refunding part of the presently outstanding The Ohio University Convocation Center Notes of 1972, dated as of May 17, 1972 issued for the purpose of refunding prior notes issued to pay part of the Project Costs, as defined in the Bond Resolution.

Section 2. The principal of and interest on the 1973 Notes shall be payable solely from (a) the "Pledged Receipts" after provision for "Operating and Maintenance Expenses," if any, of the "Pledged Facilities," as such terms are defined in the Bond Resolution, but subject to any existing or future pledge thereof to the Project Bonds or other bonds issued pursuant to Sections 3345.07 or 3345.11, Revised Code; and (b) the proceeds of the sale of revenue bonds or notes issued pursuant to Chapter 3345. of the Revised Code or other authorizing provisions of law to refund the Notes authorized hereby; provided that neither the University nor its Board nor the State of Ohio is obligated to pay the principal of or interest on such Notes from any other funds or source, nor shall such 1973 Notes be a claim upon or lien against any other property of the University or the State, except the pledged Receipts, and such 1973 Notes are not debts or bonded indebtedness of the State, are not general obligations of the State or the University, and the full faith and credit thereof are not pledged thereto and the noteholders shall have no right to have any taxes or excises levied by the General Assembly of the State of Ohio for the payment of the principal thereof or the interest thereon.

In consideration of the loan evidenced by the 1973 Notes, the University and its Board of Trustees covenant and agree that they will do all things necessary to effect the issuance and delivery, prior to the maturity of the 1973 Notes, of revenue bonds or notes for the refunding of the 1973 Notes, pursuant to authorizing provisions of law, in such
principal amount as shall be necessary to pay the principal of and interest on the 1973 Notes and shall apply the proceeds thereof to such purpose; that they will do all things necessary to sell such bonds or notes at the time provided above and will accept such price and such interest rate as shall be necessary in order to effect such sale; and these obligations are established as duties specifically enjoined upon the University, its Trustees and officers, by law and result from their respective offices, trusts or stations within the meaning of Section 2731.01 of the Revised Code of Ohio.

Section 3. The 1973 Notes shall be issued as bearer notes without coupons; shall be dated as of May 17, 1973; shall mature at such time as approved by the Fiscal Officer, but not later than one year from the date of issuance; shall bear interest at the rates per annum described in Section 4 hereof; shall be in denomination of $5,000 or any multiples thereof as requested by the Original Purchasers and approved by the Fiscal Officer; shall be numbered as determined by the Fiscal Officer; and shall be executed by the Executive Officer or by the Fiscal Officer, and may have the seal of the University impressed or imprinted thereon.

The definitive notes shall be substantially in the forms attached hereto as Exhibit A, the terms and covenants of which are incorporated herein with such modifications therein and additions thereto as may be appropriate for the issuance of the 1973 Notes in bearer form, as may be not substantially adverse to the University, as the officers executing same and the Original Purchaser may agree upon, provided that the entire issue may be represented by a single note if so agreed.

If agreeable to the Original Purchaser, prior to delivery of the definitive notes, said 1973 Notes may be delivered as one or more temporary manuscript notes to be surrendered to the University at the principal office of the Original Purchaser in exchange for definitive notes of like aggregate principal amount and related interest rates when the University shall notify the Original Purchaser thereof that the definitive notes are available. Such exchange shall be made at no expense to the Original Purchaser.

Both the principal of and the interest on all bearer notes shall be payable at such place or places as agreed upon by the Fiscal Officer and the Original Purchaser (such place or places of payment hereinafter called "Paying Agents") without deduction for their services as the University's Paying Agents, upon presentation and surrender of the Notes as the same fall due.

Title to any bearer note shall pass by delivery in the same manner as a negotiable instrument payable to bearer.

If the owner (in this paragraph called the "Owner") of a note issued pursuant to this Resolution claims that such note has been lost, destroyed, or wrongfully taken, the Executive Officer or the Fiscal Officer are each authorized to cause to be executed and delivered a new note (in this paragraph called...
the "Replacement Note") of like tenor and date (specifying on its face, however, that it is issued in place of the original note) in place of the original note, in accordance with and subject to the provisions of Section 1308.35 of the Revised Code of Ohio and of this paragraph. The Owner's notification and request pursuant to said Section 1308.35 shall be in writing, addressed to the Fiscal Officer of the University, and shall include evidence satisfactory to said Fiscal Officer of such loss, destruction, or wrongful taking and of his ownership. The Executive Officer or in his absence the Fiscal Officer, is authorized to approve, so long as satisfactory to such officer, the indemnity bonds that the Owner shall file with the University as a condition to the issuance of a Replacement Note, and is further authorized to impose other reasonable requirements, including a requirement that the Owner pay the reasonable expenses and charges of the University in connection with the issuance, execution and delivery of such Replacement Note, as conditions to the delivery of a Replacement Note.

For the purposes of this Resolution, "Executive Officer" shall mean the Chairman of the Board of Trustees or the President of the University; and "Fiscal Officer" shall mean the Treasurer of the University.

Section 4. The 1973 Notes shall be sold by negotiation, solicitation of proposals or advertisement for bids by the Fiscal Officer upon such terms and conditions, not inconsistent with this Resolution, as may be determined, but at a purchase price of not less than par plus accrued interest, if any, and at an interest rate or rates not exceeding 4.75% per annum to maturity, and not exceeding 6% per annum thereafter, and the officer so acting is further authorized to enter into an agreement providing for the sale and purchase of the 1973 Notes and conditions therefor and the better security of the holders of the 1973 Notes. The University will provide printed notes at its expense, if approved by the Fiscal Officer. The sale and award of the 1973 Notes by the Fiscal Officer shall be evidenced by a Certificate of Sale and Award signed by him [the purchaser(s) designated therein, being in this Resolution called the 'Original Purchaser']. The Executive Officer and the Fiscal Officer of the University and the Secretary of this Board, are authorized and directed to do all things necessary for the delivery of said 1973 Notes in accordance with such sale and award, this Resolution and the Agreement with the Original Purchaser.

Section 5. The proceeds of the 1972 Notes shall be applied as promptly as possible to the payment and discharge of the Outstanding Notes, and the Fiscal Officer is hereby directed to apply to the payment of interest on said Outstanding Notes such amount from the construction funds for the Project or from other funds available therefor.

Since the Project is completed, the proceeds of the 1973 Notes shall be applied promptly on May 17, 1973 to the retirement of the Outstanding Notes, and will be invested or deposited only for a temporary period pending need for such retirement of said Outstanding Notes. The University covenants that the proceeds of said 1973 Notes shall not be invested or used in such manner that any of the said 1973 Notes would be "arbitrage bonds" for purposes of Section 103(d)(1) of the Internal Revenue Code of 1954.

Section 6. Any reference herein or in Exhibit A hereto to Sections 3345.11 and 3345.12 of the Revised Code of Ohio shall mean said sections as they now exist and as they are from time to time amended, supplemented or affected by later legislation, and shall include any provision enacted in substitution thereof or as a supplement thereto.
UNITED STATES OF AMERICA
STATE OF OHIO
THE OHIO UNIVERSITY

CONVOCATION CENTER NOTE OF 1973

No. $100

KNOW ALL MEN BY THESE PRESENTS that the President and Trustees of
The Ohio University and its Board of Trustees (herein collectively called
the "University"), for value received, hereby promise to pay, solely from the
sources hereinafter set forth, to the bearer on (or before) May 17, 1974, the
principal sum of

DOLLARS

and to pay, solely from said sources, interest thereon from the date hereof
at the rate of percent (%) per annum until matur-
ity and thereafter at the rate of percent (%) per annum until payment
of such principal sum has been made or provided for, such interest payable
at maturity upon presentation and surrender of this note. The interest on
this note and the principal hereof are payable solely from (a) the "Pledged
Receipts" after providing for "Operating and Maintenance Expenses," if any,
of the "Pledged Facilities," as such terms are defined in the Resolution
authorizing the Student Facilities Revenue Bonds of the University (herein
called the "Project Bonds") duly adopted by said Board of Trustees on
January 5, 1966, and as amended, but subject to any existing or future pledge
thereof to the Project Bonds or other bonds issued pursuant to Sections
3345.07 and 3345.11, Revised Code, and (b) the proceeds of the sale of revenue
bonds or of notes issued pursuant to Chapter 3345. of the Revised Code of Ohio,
or other authorizing provisions of law, to refund this note; and neither the
State of Ohio nor the University or its Board of Trustees is obligated to pay
the same from any other funds or source, nor shall this note be a claim against
or lien upon any property of the State, or any property of or under the con-
trol of the University or Board except the aforesaid Pledged Receipts, and this
note, as to both principal and interest, is not a debt or bonded indebtedness
of the State, is not a general obligation of the State or the University, and
the full faith and credit thereof are not pledged thereto and the noteholder
shall have no right to have any taxes or excises levied by the General Assembly
of the State of Ohio for the payment of the principal hereof or interest hereon.

The interest on this note and the principal hereof are payable in
lawful money of the United States of America at the principal office of
, or, at the option of the holder,
at the principal office of
(here-
inafter called the "Paying Agents") without deduction for either of their
services as the University's Paying Agents.

This note is one of a duly authorized series of notes of like tenor
and effect, except as to number and denomination, numbered to both
inclusive, note Nos. to , both inclusive, being of the denomination of
each, and note Nos. to , both inclusive, being of the denomina-
tion of , aggregating in amount Five Million Nine Hundred Seventy-Five
Thousand Dollars ($5,975,000), issued for the purpose of refunding part of the
$6,125,000 principal amount of Convocation Center Notes of 1972 heretofore issued to refund prior notes issued for the purpose of paying part of the costs of constructing and equipping a building to be used for and in connection with an auditorium and athletic purposes on the campus of the University, pursuant to and in full compliance with the general laws of the State of Ohio, particularly Sections 3345.11 and 3345.12 of the Revised Code of Ohio, and pursuant to a Resolution of the Board of Trustees of said University duly adopted on March 8, 1973.

In consideration of the loan evidenced by this note, the University and its Board covenant and agree that they will do all things necessary to effect the issuance of and delivery, prior to the maturity of this note, of revenue bonds or notes for the refunding of this note, pursuant to Sections 3345.11 and 3345.12 of the Revised Code of Ohio or other authorizing provisions of law, in such principal amount as shall be necessary to pay the principal of and interest on this note; that they will do all things necessary to sell such bonds or notes at the time provided above and will accept such price and such interest rate as shall be necessary in order to effect such sale; and these obligations are established as duties specifically enjoined by law upon the University and its offices, and result from their respective offices, trusts or stations within the meaning of Section 2731.01 of the Revised Code of Ohio.

This note is executed on behalf of said Board of Trustees solely in their capacity as such Trustees and shall not constitute their personal obligations, either jointly or severally, in their individual capacities.

AND IT IS HEREBY CERTIFIED AND RECITED that all acts, conditions and things required by the Constitution and laws of the State of Ohio, to happen, exist and be performed precedent to and in the issuance of this note, in order to make it a legal, valid and binding obligation of said University and its Board of Trustees, have happened, exist and been performed as so required.

IN WITNESS WHEREOF, the President and Trustees of The Ohio University and its Board of Trustees, jointly and severally, have caused this note to be signed by the Treasurer of the University and the official seal of the University to be impressed thereon all as of the 17th day of May, 1973.


[SEAL]

Treasurer of The Ohio University
Information on Center notes and Financing Alternatives appears as Attachment 8.

L. Resolution Authorizing the Vice President and Treasurer to Invest Funds--Milar

Mr. Milar made the following statement: "This resolution is offered for your consideration to update and state in language more acceptable to financial institutions resolutions adopted in May, 1965, and January, 1966. The resolution deals with our present practice of investing temporarily funds available through favorable cash flow as well as our restricted and endowment fund investments." He stated that the resolution had the approval of the Committee on Budget, Finance and Physical Plant.

Mr. Baxter moved approval. Mr. Johnson seconded the motion, which carried unanimously.

Resolution 1973-62

WHEREAS, Ohio University at present and in the future may have funds in its general operating accounts in excess of the current requirements of such accounts, and

WHEREAS, Ohio University at present and in the future may have funds in excess of the requirements of the Residence Hall and Auxiliary operating accounts, the Restricted Accounts and the Student General Fund Accounts, and

WHEREAS, Ohio University has endowment accounts, and

WHEREAS, the Trustees of Ohio University desire to have these funds invested in order to gain their maximum benefit,

THEREFORE, BE IT RESOLVED that the Vice President and Treasurer is hereby empowered to invest in, purchase, sell, transfer, convert, endorse, assign and set over any and all securities or other intangible assets of any type whatsoever for and on behalf of the Ohio University and its operating, auxiliary, restricted endowment or other subsidiary accounts.

M. Proposed Change in the Constitution of the Faculty Senate--Culbert

Dr. Culbert related the reason for the change in the Faculty Senate's constitution which he had outlined in a memo to President Sowle (Attachment 9). He recommended approval.
Mr. Kircher moved approval. Mrs. Johns seconded the motion, which was unanimously approved.

Resolution 1973-63

BE IT RESOLVED by the Board of Trustees of Ohio University that Article 3, Part 2 of the Constitution of the Faculty Senate (Annually, the officers of the Faculty Senate shall nominate persons for membership in the standing committees of the Senate, subject to additional nominations and election by the membership of the Senate) be deleted to avoid a contradiction between the Constitution and the Bylaws, the Bylaws representing the actual procedures that are used and that work effectively. (Bylaws, page 23, portion of Article 5: The Chairman shall, in consultation with the members of the Administrative Committee, appoint the members and chairmen of the other standing committees. It is considered desirable that each member of the Faculty Senate serve on one of the standing committees.)

N. Proposed Budget for 1973-74--Baxter, Sowle, Milar

Mr. Milar was invited by the Chairman to review the steps leading up to the budget resolution before the Board. He reported on the all-day March 1 meeting with the Committee on Budget, Finance and Physical Plant, which resulted in a decision to recommend the budget in its entirety as presented.

President Sowle complimented Mr. Milar on his income projections which are in line with income projections contained in the Governor's recommended budget. The hope is that the final budget will prove the Milar projections low. Optimism is guarded that funding beyond the level recommended by the Governor will be forthcoming.

Referring to the budget procedure, the President characterized it as much more than allocating funds--an annual audit. Groups are afforded the opportunity of publicly ventilating their concerns and getting recognition of their concerns. It is an ongoing process, in which one year's outcome may be a reflection of the reviews of a year or two before. The process is not perfect, but is being reviewed by a subcommittee. Improvements in the setting of control totals and reductions in time consumed at the college and department levels are being sought.

That our ability in budgeting is being recognized by other institutions and legislators is evidenced by requests we receive for information. It is a tribute to the many people who have made it work.
Chairman Kennedy recognized Mr. Baxter, Chairman of the Budget, Finance and Physical Plant Committee, for comments. Mr. Baxter stated that members of his committee had been kept abreast of developments through minutes of the University Budget Committee. He was pleased to hear statements of dissatisfaction with the procedure by those intimately concerned with it, for through change we progress. One sees many fringe benefits of the procedure. It is a great training experience. The satisfaction of knowing, which it brings, has no price tag. Intensive questioning by members led to a resolution to unanimously recommend adoption of the budget.

Mr. Baxter continued his comments by stating that, as a side issue, his committee took cognizance of intercollegiate athletics as an integral part of the University's program and of the need to uphold its position to compete effectively in the Mid-American Conference. There was disappointment at the lack of interlock of the Athletics and Health, Physical Education and Recreation staffs. He asked Mrs. Phillips to comment on this concern.

Mrs. Phillips read a statement which had the endorsement of the ICA Subcommittee, and which Mr. Baxter said fairly represented the views of members of the Budget, Finance and Physical Plant Committee on what we should attempt to accomplish. Interlock, stated Mr. Baxter, occurs at other universities, and it is hoped that it will be considered here.

Members registered no objections to the statement which Mrs. Phillips had read. The statement follows:

RESOLVED that the Subcommittee on Intercollegiate Athletics strongly endorses the program outlined for Intercollegiate Athletics and further agrees with a future change in mode toward greater utilization of effort in teaching and other activities. The Committee further trusts that greater teaching effort on the part of the coaching staff will be implemented as promptly as possible.

Mr. Baxter moved approval of the budget as presented. Dr. Holzer seconded the motion, which was unanimously approved.

Resolution 1973-64

RESOLVED: That the 1973-74 Budgets of expected income and expenditures as presented in Schedules I, II, III, IV, and Exhibit B, are hereby appropriated subject to the following provisions:
(1) The Vice President and Treasurer, with the approval of the President, may make adjustments in Instructional and General Operating Expense Allocations (Schedule II, Exhibit B), provided the total of such expenditures does not exceed available unrestricted income and surplus or $43,127,000, whichever is less.

(2) Should available unrestricted income and surplus exceed $43,127,000, the expenditure of such additional income shall be subject to approval by the Board of Trustees.

(3) Expenditures of Restricted Income shall not exceed the amounts made available for such purposes.
## OHIO UNIVERSITY
### 1973-74 BUDGET
#### INCOME SUMMARY

<table>
<thead>
<tr>
<th></th>
<th>Unrestricted</th>
<th>Restricted</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Instructional and General</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>State Appropriation</td>
<td>$20,650,000</td>
<td>0</td>
<td>$20,650,000</td>
</tr>
<tr>
<td>Student Fees</td>
<td>21,177,000</td>
<td>0</td>
<td>21,177,000</td>
</tr>
<tr>
<td>Other Income</td>
<td>1,300,000</td>
<td>780,000</td>
<td>2,080,000</td>
</tr>
<tr>
<td><strong>Total Instructional and General</strong></td>
<td>$43,127,000</td>
<td>780,000</td>
<td>$43,907,000</td>
</tr>
<tr>
<td><strong>Organized Research</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Private Gifts and Grants</td>
<td>$120,000</td>
<td>0</td>
<td>120,000</td>
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<tr>
<td>Government Gifts and Grants</td>
<td>626,000</td>
<td>626,000</td>
<td>626,000</td>
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<tr>
<td><strong>Total Organized Research</strong></td>
<td>746,000</td>
<td>746,000</td>
<td>746,000</td>
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<tr>
<td><strong>Public Service</strong></td>
<td></td>
<td></td>
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<tr>
<td>Private Gifts and Grants</td>
<td>$140,000</td>
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<td>Government Gifts and Grants</td>
<td>1,500,000</td>
<td>1,500,000</td>
<td>1,500,000</td>
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<tr>
<td>Other Sources</td>
<td>340,000</td>
<td>340,000</td>
<td>340,000</td>
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<tr>
<td><strong>Total Public Service</strong></td>
<td>1,980,000</td>
<td>1,980,000</td>
<td>1,980,000</td>
</tr>
<tr>
<td><strong>Auxiliary Enterprises</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Residence and Dining Halls</td>
<td>$11,560,400</td>
<td>11,560,400</td>
<td>11,560,400</td>
</tr>
<tr>
<td>Other</td>
<td>1,326,400</td>
<td>1,326,400</td>
<td>1,326,400</td>
</tr>
<tr>
<td><strong>Total Auxiliary Enterprises</strong></td>
<td>$12,886,800</td>
<td>$12,886,800</td>
<td></td>
</tr>
<tr>
<td><strong>Student Aid</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Endowment Income</td>
<td>$43,000</td>
<td>43,000</td>
<td>43,000</td>
</tr>
<tr>
<td>Private Gifts and Grants</td>
<td>235,000</td>
<td>235,000</td>
<td>235,000</td>
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<tr>
<td>Government Grants</td>
<td>1,172,000</td>
<td>1,172,000</td>
<td>1,172,000</td>
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<tr>
<td><strong>Total Student Aid</strong></td>
<td>1,450,000</td>
<td>1,450,000</td>
<td>1,450,000</td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
<td>$43,127,000</td>
<td>$17,842,800</td>
<td>$60,969,800</td>
</tr>
</tbody>
</table>
### Expense Summary

**Instructional and General**
- Unrestricted: $43,127,000
- Restricted: $780,000
- Total: $43,907,000

**Organized Research**
- Total: 746,000

**Public Service**
- Total: 1,980,000

**Auxiliary Enterprises**
- Total: 12,886,800

**Student Aid**
- Total: 1,450,000

**Total Expense**
- Unrestricted: $43,127,000
- Restricted: $17,842,800
- Total: $60,969,800
### OHIO UNIVERSITY

**1973-74 BUDGET**

**RESIDENCE AND DINING HALLS**

#### Operations

<table>
<thead>
<tr>
<th><strong>Income</strong></th>
<th><strong>1973-74 Budget</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Residence Halls</td>
<td>$6,845,000</td>
</tr>
<tr>
<td>Dining Halls</td>
<td>$4,715,400</td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
<td>$11,560,400</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Operating Expenses</strong></th>
<th><strong>1973-74 Budget</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Residence Life</td>
<td>$588,000</td>
</tr>
<tr>
<td>Director Residence Services</td>
<td>$93,700</td>
</tr>
<tr>
<td>Housing Office</td>
<td>$118,600</td>
</tr>
<tr>
<td>Upholstery and Sewing Shop</td>
<td>$72,000</td>
</tr>
<tr>
<td>Laundry</td>
<td>$140,000</td>
</tr>
<tr>
<td>Housekeeping</td>
<td>$1,733,300</td>
</tr>
<tr>
<td>Food Service</td>
<td>$4,216,800</td>
</tr>
<tr>
<td>Direct Maintenance of Plant</td>
<td>$1,414,903</td>
</tr>
<tr>
<td>General Institution - Allocated Cost</td>
<td>$641,000</td>
</tr>
<tr>
<td>Other Administrative and Legal</td>
<td>$97,800</td>
</tr>
<tr>
<td>Reserve: Unemployment Compensation</td>
<td>$86,000</td>
</tr>
<tr>
<td><strong>Total Operating Expenses</strong></td>
<td>$9,202,103</td>
</tr>
</tbody>
</table>

| **Gain from Operations** | **$2,358,297** |
| **Operating Support from General Fund** | **$145,000** |
| To Residence Life | **$145,000** |
| **Net Income Before Debt Service** | $2,503,297 |

#### Changes in Fund Balance

| **Estimated Fund Balance July 1, 1973** | **$1,202,873** |
| **Funds Available** | **$3,706,170** |
| **Required Applications of Funds Available** | |
| Principal & Interest on Bonds | $2,690,400 |
| Debt Service Reserve | $430,000 |
| Repair and Replacement Reserve | $194,500 |
| **Total** | **$3,314,900** |
| **Capital Improvements** | **$102,500** |
| **Estimated Fund Balance June 30, 1974** | **$288,770** |
## Schedule IV

**OHIO UNIVERSITY**  
1973-74 BUDGET  
REPAIR AND REPLACEMENT RESERVE ACCOUNT

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance July 1, 1973</td>
<td>$936,344</td>
</tr>
<tr>
<td>Investment Income</td>
<td>$50,000</td>
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<tr>
<td>Required Deposit</td>
<td>$194,500</td>
</tr>
<tr>
<td><strong>Funds Available</strong></td>
<td><strong>$1,180,844</strong></td>
</tr>
<tr>
<td>Applications</td>
<td></td>
</tr>
<tr>
<td>Equipment Replacement and Renovations</td>
<td>$400,000</td>
</tr>
<tr>
<td><strong>Balance June 30, 1974</strong></td>
<td><strong>$780,844</strong></td>
</tr>
<tr>
<td>----------------------</td>
<td>-----------------</td>
</tr>
<tr>
<td>State Appropriation</td>
<td>$21,195,500</td>
</tr>
<tr>
<td>Student Fees</td>
<td>$22,343,720</td>
</tr>
<tr>
<td>Other Income</td>
<td>1,289,020</td>
</tr>
<tr>
<td>Surplus</td>
<td>740,255</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$45,568,495</strong></td>
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</table>

*Assumes an increase of 3.25% on adjusted 1972-73 subsidy and student fees.
OHIO UNIVERSITY
1973-74 BUDGET
INSTRUCTIONAL AND GENERAL OPERATING EXPENSES

<table>
<thead>
<tr>
<th>Central Pool Items</th>
<th>Original 1972-73</th>
<th>Proposed 1973-74</th>
<th>Increase (Decrease)</th>
</tr>
</thead>
<tbody>
<tr>
<td>University Reserve</td>
<td>$192,775</td>
<td>$331,320</td>
<td>$138,545</td>
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<tr>
<td>Facilities Fee</td>
<td>405,000</td>
<td>500,000</td>
<td>95,000</td>
</tr>
<tr>
<td>Unemployment Compensation</td>
<td>98,556</td>
<td>150,000</td>
<td>51,444</td>
</tr>
<tr>
<td>Capital Improvement</td>
<td>292,753</td>
<td>300,000</td>
<td>7,247</td>
</tr>
<tr>
<td>Workmen's Compensation</td>
<td>(15,000)</td>
<td>(15,000)</td>
<td>0</td>
</tr>
<tr>
<td>Insurance Premium Variance</td>
<td>200,000</td>
<td>290,000</td>
<td>90,000</td>
</tr>
<tr>
<td>PERS Back Credit Payment</td>
<td>-0-</td>
<td>10,000</td>
<td>10,000</td>
</tr>
<tr>
<td>University Legal Counsel</td>
<td>22,183</td>
<td>27,000</td>
<td>4,817</td>
</tr>
<tr>
<td>University Memberships</td>
<td>9,000</td>
<td>9,000</td>
<td>0</td>
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<tr>
<td>Rental Properties</td>
<td>108,014</td>
<td>68,000</td>
<td>(40,014)</td>
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<tr>
<td>PERS Rate Increase</td>
<td>24,586</td>
<td>49,000</td>
<td>24,414</td>
</tr>
<tr>
<td>Educational Benefits:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Faculty, Staff and Non-Academic Employees</td>
<td>155,278</td>
<td>145,000</td>
<td>(10,278)</td>
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<tr>
<td>Faculty and Staff Children</td>
<td>118,005</td>
<td>118,000</td>
<td>(5)</td>
</tr>
<tr>
<td>Spouses of Graduate Assistants</td>
<td>16,000</td>
<td>16,000</td>
<td>-0-</td>
</tr>
<tr>
<td>Graduate Assistants (summer only)</td>
<td>65,000</td>
<td>65,000</td>
<td>-0-</td>
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<tr>
<td><strong>Sub-Total</strong></td>
<td><strong>$1,692,150</strong></td>
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<td><strong>$371,170</strong></td>
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<tr>
<td>President</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>President's Office</td>
<td>$126,536</td>
<td>$119,359</td>
<td>$(7,177)</td>
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<tr>
<td>Cutler Service Bureau</td>
<td>31,801</td>
<td>30,329</td>
<td>(1,472)</td>
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<tr>
<td>Secretary to Board &amp; University</td>
<td>23,370</td>
<td>23,370</td>
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<tr>
<td>Equal Opportunity Programs</td>
<td>28,650</td>
<td>27,786</td>
<td>(864)</td>
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<tr>
<td><strong>Sub-Total</strong></td>
<td><strong>$210,357</strong></td>
<td><strong>$200,844</strong></td>
<td><strong>$(9,513)</strong></td>
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<tr>
<td>Vice President for University Relations</td>
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<tr>
<td>Vice President's Office</td>
<td>$69,728</td>
<td>$63,318</td>
<td>$(6,410)</td>
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<tr>
<td>Public Information</td>
<td>35,527</td>
<td>36,927</td>
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<tr>
<td><strong>Sub-Total</strong></td>
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<td><strong>$100,245</strong></td>
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</tr>
<tr>
<td>Department</td>
<td>Original 1972-73</td>
<td>Proposed 1973-74</td>
<td>Increase (Decrease)</td>
</tr>
<tr>
<td>------------------------------------------------</td>
<td>------------------</td>
<td>------------------</td>
<td>---------------------</td>
</tr>
<tr>
<td><strong>Vice President &amp; Treasurer</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vice President's Office</td>
<td>$ 95,736</td>
<td>$ 90,943</td>
<td>$(4,793)</td>
</tr>
<tr>
<td>Controller</td>
<td>684,810</td>
<td>616,694</td>
<td>$(68,116)</td>
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<tr>
<td>Development Office</td>
<td>202,939</td>
<td>215,968</td>
<td>13,029</td>
</tr>
<tr>
<td>Planning, Budgeting &amp; Information Systems</td>
<td>1,062,900</td>
<td>908,753</td>
<td>$(154,147)</td>
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<tr>
<td>General Operating Support - Intercollegiate Athletics</td>
<td>892,169</td>
<td>742,169</td>
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<tr>
<td><strong>Sub-Total</strong></td>
<td>$ 2,938,554</td>
<td>$ 2,574,527</td>
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<tr>
<td><strong>Executive Vice President &amp; Dean of Faculties</strong></td>
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<td></td>
</tr>
<tr>
<td>Arts &amp; Sciences</td>
<td>$ 9,534,243</td>
<td>$ 9,272,548</td>
<td>$(261,695)</td>
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<td>Business Administration</td>
<td>1,677,201</td>
<td>1,650,328</td>
<td>$(26,873)</td>
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<td>Education</td>
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<td>1,476,265</td>
<td>$(184,500)</td>
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<td>Fine Arts</td>
<td>2,399,312</td>
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<td>Communications</td>
<td>1,458,859</td>
<td>1,415,634</td>
<td>$(43,225)</td>
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<tr>
<td>International Studies</td>
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<td>194,189</td>
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</tr>
<tr>
<td>Executive V.P.'s Office</td>
<td>202,789</td>
<td>153,535</td>
<td>$(49,254)</td>
</tr>
<tr>
<td>Reserve</td>
<td>38,192</td>
<td>59,410</td>
<td>21,218</td>
</tr>
<tr>
<td>Faculty Senate</td>
<td>23,864</td>
<td>22,909</td>
<td>$(955)</td>
</tr>
<tr>
<td>Honors College</td>
<td>35,518</td>
<td>65,163</td>
<td>29,645</td>
</tr>
<tr>
<td>Afro-American Studies</td>
<td>271,640</td>
<td>260,924</td>
<td>$(10,716)</td>
</tr>
<tr>
<td>Graduate College and Research</td>
<td>1,592,841</td>
<td>1,450,156</td>
<td>$(142,685)</td>
</tr>
<tr>
<td>University College</td>
<td>315,741</td>
<td>294,808</td>
<td>$(20,933)</td>
</tr>
<tr>
<td><strong>Sub-Total</strong></td>
<td>$22,321,013</td>
<td>$21,354,085</td>
<td>$(966,928)</td>
</tr>
<tr>
<td><strong>Vice President for Academic Services</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vice President's Office</td>
<td>$ 102,918</td>
<td>$ 80,375</td>
<td>$(22,543)</td>
</tr>
<tr>
<td>Special Services</td>
<td>12,214</td>
<td>25,474</td>
<td>13,260</td>
</tr>
<tr>
<td>Health Services</td>
<td>883,197</td>
<td>782,758</td>
<td>$(100,439)</td>
</tr>
<tr>
<td>Mutual Health Fund</td>
<td>42,500</td>
<td>42,500</td>
<td>0-</td>
</tr>
<tr>
<td>Placement &amp; Internship</td>
<td>154,060</td>
<td>110,560</td>
<td>$(43,500)</td>
</tr>
<tr>
<td>Student Life Program Research</td>
<td>137,457</td>
<td>69,560</td>
<td>$(67,897)</td>
</tr>
<tr>
<td>Student Governing Board</td>
<td>5,000</td>
<td>5,000</td>
<td>0-</td>
</tr>
<tr>
<td>University Judiciary</td>
<td>37,039</td>
<td>28,330</td>
<td>$(8,709)</td>
</tr>
<tr>
<td>O. U. Post</td>
<td>42,750</td>
<td>33,750</td>
<td>$(9,000)</td>
</tr>
<tr>
<td>Public Occasions</td>
<td>71,163</td>
<td>43,363</td>
<td>$(27,800)</td>
</tr>
<tr>
<td>Learning Resource Center</td>
<td>162,760</td>
<td>135,314</td>
<td>$(27,446)</td>
</tr>
<tr>
<td>Psychological Services</td>
<td>220,679</td>
<td>199,679</td>
<td>$(21,000)</td>
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<tr>
<td>Student Activities Board</td>
<td>48,750</td>
<td>40,750</td>
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</tr>
<tr>
<td>Cultural Activities Committee</td>
<td>40,100</td>
<td>40,100</td>
<td>0-</td>
</tr>
<tr>
<td>University Ombudsman</td>
<td>37,734</td>
<td>38,234</td>
<td>500</td>
</tr>
<tr>
<td>Environmental Services</td>
<td>78,253</td>
<td>70,237</td>
<td>$(8,016)</td>
</tr>
</tbody>
</table>
### Exhibit B (continued)

#### Vice President for Academic Services (continued)

<table>
<thead>
<tr>
<th>Service</th>
<th>Original 1972-73</th>
<th>Proposed 1973-74</th>
<th>Increase (Decrease)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrative Internships</td>
<td>$25,000</td>
<td>$31,544</td>
<td>$6,544</td>
</tr>
<tr>
<td>O. U. Press</td>
<td>76,080</td>
<td>48,037</td>
<td>(28,043)</td>
</tr>
<tr>
<td>Library</td>
<td>1,966,431</td>
<td>1,681,038</td>
<td>(285,393)</td>
</tr>
<tr>
<td>Student Financial Aids</td>
<td>204,319</td>
<td>203,519</td>
<td>(800)</td>
</tr>
<tr>
<td>Student Financial Aids Awards</td>
<td>806,622</td>
<td>754,642</td>
<td>(51,980)</td>
</tr>
<tr>
<td>Admissions</td>
<td>196,522</td>
<td>200,386</td>
<td>3,864</td>
</tr>
<tr>
<td>Registration</td>
<td>532,781</td>
<td>471,470</td>
<td>(61,311)</td>
</tr>
</tbody>
</table>

Sub-Total: $5,884,329 $5,136,620 (747,709)

#### Vice President for Regional Higher Education

<table>
<thead>
<tr>
<th>Service</th>
<th>Original 1972-73</th>
<th>Proposed 1973-74</th>
<th>Increase (Decrease)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vice President's Office</td>
<td>$312,539*</td>
<td>$80,256</td>
<td>(232,283)</td>
</tr>
<tr>
<td>Belmont County</td>
<td>881,921</td>
<td>826,000</td>
<td>(55,921)</td>
</tr>
<tr>
<td>Chillicothe</td>
<td>760,255</td>
<td>744,055</td>
<td>(16,200)</td>
</tr>
<tr>
<td>Ironton</td>
<td>180,663</td>
<td>152,665</td>
<td>(27,998)</td>
</tr>
<tr>
<td>Lancaster</td>
<td>933,864</td>
<td>881,000</td>
<td>(52,864)</td>
</tr>
<tr>
<td>Portsmouth</td>
<td>840,471</td>
<td>780,945</td>
<td>(59,526)</td>
</tr>
<tr>
<td>Zanesville</td>
<td>936,447</td>
<td>873,000</td>
<td>(63,447)</td>
</tr>
<tr>
<td>Extension Division</td>
<td>312,739</td>
<td>293,398</td>
<td>(19,341)</td>
</tr>
<tr>
<td>Telecommunications Center</td>
<td>563,255</td>
<td>520,000</td>
<td>(43,255)</td>
</tr>
</tbody>
</table>

Sub-Total: $5,722,154 $5,151,319 (570,835)

*Includes Off-Campus Academic Programs Office which is eliminated in 1973-74.

#### Vice President for Administrative Services

<table>
<thead>
<tr>
<th>Service</th>
<th>Original 1972-73</th>
<th>Proposed 1973-74</th>
<th>Increase (Decrease)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vice President's Office</td>
<td>$102,460</td>
<td>$87,043</td>
<td>(15,417)</td>
</tr>
<tr>
<td>Administrative Senate</td>
<td>3,400</td>
<td>3,176</td>
<td>(224)</td>
</tr>
<tr>
<td>Office of Legal Affairs</td>
<td>20,496</td>
<td>18,962</td>
<td>(1,534)</td>
</tr>
<tr>
<td>Personnel</td>
<td>152,498</td>
<td>155,597</td>
<td>3,099</td>
</tr>
<tr>
<td>Publications and Graphics</td>
<td>131,328</td>
<td>116,269</td>
<td>(15,059)</td>
</tr>
<tr>
<td>Materials Management &amp; Purchases</td>
<td>351,973</td>
<td>329,563</td>
<td>(22,410)</td>
</tr>
<tr>
<td>Security &amp; University Garage</td>
<td>594,956</td>
<td>555,220</td>
<td>(39,736)</td>
</tr>
<tr>
<td>Architect &amp; Engineer</td>
<td>57,064</td>
<td>57,310</td>
<td>246</td>
</tr>
<tr>
<td>Physical Plant</td>
<td>5,087,180</td>
<td>4,754,205</td>
<td>(332,975)</td>
</tr>
<tr>
<td>University Planning</td>
<td>57,114</td>
<td>46,500</td>
<td>(10,614)</td>
</tr>
<tr>
<td>General Operating Support - Airport, Baker Center, Residence &amp; Dining Hall Auxiliaries</td>
<td>598,624</td>
<td>422,195</td>
<td>(176,429)</td>
</tr>
</tbody>
</table>

Sub-Total: $7,157,093 $6,546,040 (611,053)

GRAND TOTAL: $46,030,905* $43,127,000 (2,903,905)

*Original Budget adjusted downward by $1,630,735 to $44,400,170 on November 13, 1972 by the Board of Trustees.
Memoranda relating to the budget as finally presented and approved appear as Attachment 10.

Mr. Johnson asked how many meetings and how many hours had been consumed in budget preparation. President Sowle stated that a report on this would be available in about two weeks. Mr. Johnson expressed commendation for all those involved, to which Mr. Kennedy added the statement that recognition of our success by others with similar problems tells the story. Mr. Stocker said that he had a good idea of the work involved in preparing a detailed budget of this magnitude and said he was pleased with the outcome and that it was the right approach to running a university. Each participant, he said, deserved congratulations.

Mrs. Johns observed that the many hours spent in preparation precluded questions being asked and demonstrated good work. Mr. Kircher asked the privilege of sharing with others the spirit of accomplishment represented by the budget. Dr. Holzer joined Mr. Kircher in this.

Mrs. Phillips commented on her attendance at the hearings and expressed the hope that others would find it possible to participate in the future. Mr. Baxter commended all for their effective contributions.

Mr. Kennedy stated that, as a trustee, it was the first time he really felt content with the work being done on the budget and that it was a great thing for the Board to have assurance that the budget was processed with care. He said that he wished to emphasize the developing and evolving process, one that must be improved without detracting in any way from its accomplishments.

President Sowle stated that it was a great thing to have Dr. Sanford share in this and to have him head the budget procedures review committee. He commended graduate and undergraduate students for their service.

O. Proposed Salary Schedule for 1973-74--Culbert

Mr. Kircher moved approval of the recommended schedule. Mr. Stocker seconded the motion, which was unanimously approved.
Resolution 1973-65

BE IT RESOLVED by the Board of Trustees of Ohio University that for the Athens and Regional campuses the full-time faculty salary ranges for the 1973-74 academic year be the following, as recommended by the Executive Vice President and Dean of Faculties, with the understanding that in exceptional cases the maximum ceiling can be broken, subject to approval by the Board Administration Committee, but that the minimum shall be adhered to in all cases.

<table>
<thead>
<tr>
<th></th>
<th>Minimum</th>
<th>Maximum</th>
</tr>
</thead>
<tbody>
<tr>
<td>Professor</td>
<td>$14,500</td>
<td>$34,000</td>
</tr>
<tr>
<td>Associate Prof</td>
<td>12,500</td>
<td>21,700</td>
</tr>
<tr>
<td>Assistant Prof</td>
<td>9,500</td>
<td>17,700</td>
</tr>
<tr>
<td>Instructor</td>
<td>6,500</td>
<td>16,000</td>
</tr>
<tr>
<td>Lecturer</td>
<td>7,500</td>
<td>19,000</td>
</tr>
</tbody>
</table>

Dr. Culbert's salary schedule recommendation to President Sowle, which includes corresponding figures in effect for 1972-73, appears as Attachment 11.

VII. Selection of Next Meeting Date and Site--Kennedy

It was agreed to hold the next meeting on the Portsmouth Campus on Wednesday, May 9, 1973.

VIII. General Discussion--Roll Call of Members

Mrs. Johns extended a thank you to all who contributed to making her orientation visit a success.

Dr. Holzer expressed pleasure at the beautiful University film. Mr. Johnson concurred in this, and commended the Administration and the President for leadership during the past year.
IX. Adjournment

Chairman Kennedy declared the meeting adjourned at 4:00 P.M.

Edwin L. Kennedy  Chairman
Robert E. Mahn, Secretary
OHIO UNIVERSITY
INTER-OFFICE COMMUNICATION

DATE February 21, 1973

TO Dr. Claude R. Sowle, President

FROM Wm. Charles Culp

SUBJECT REVISED FOOD PURCHASING MANUAL

The attached "Central Food Facility Purchasing and Procedures Manual" is submitted as a revision of the "Central Food Stores Purchasing and Procedures Manual" which was adopted by the Board of Trustees on February 22, 1971. The major revisions are concerned primarily with price determination, and specifically include changes in bidding procedures used by the Food Service Department. The bidding process has been expanded from three methods of price determination, i.e., formal bidding, informal quotation and telephone buying, to a system which includes large quantity contracts, weekly bid sheets, State of Ohio contracts, specified product, and emergency, or fill-in purchases.

Another significant change in the manual has been the incorporation of detailed instructions to bidders. These instructions are more comprehensive than the former instructions used by the Food Service Department.

The revisions have been reviewed by Mr. Harold Graham, Resident State Auditor; Mr. Gerald Evans, Director of Materials Management and Purchases; Mr. William Kennard, Controller; and by members of the Residence Halls Auxiliaries staff.

I feel that the procedures outlined in the proposed manual reflect significant improvement in food purchasing practices.

WCC:nsa

Attachment
CEN TRAL FOOD FACILITY
PURCHASING AND PROCEDURES
MANUAL

OHIO UNIVERSITY
1973
TABLE OF CONTENTS

I. INTRODUCTION

II. GENERAL RESPONSIBILITIES AND LIMITS
   A. General Function
   B. Primary Responsibility
   C. Security
   D. Limited Inventory
   E. Supplier Evaluation
   F. Explore Market

III. SPECIFIC OPERATING PROCEDURES
   A. Establishing Product Specifications
   B. Projecting Inventory Requirements
   C. Selection of Vendors
   D. Requirement Levels
      1. Large quantity items
      2. Line or mainstay items
      3. High or frequent use
   E. Establishing Purchase Price
      1. LQ Contracts
      2. Weekly Bid Sheet
      3. State Contract
4. Specified Product

5. Emergency & Fill-in Purchases

F. Proper Receiving Procedures
   1. Receiving procedures
   2. Product rejection
   3. Returning product

G. Special Bidding Regulations
   1. Purchasing limits
   2. Filing bid records
   3. Availability of bid information
   4. Purchase order form
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IV. FOOD STORAGE AND DISTRIBUTION
   A. Storage Procedures
   B. Dining Hall Requisition
   C. Product Distribution
   D. Suggested Food Issue

V. ACCOUNTING
   A. Accounting Responsibility
   B. Perpetual Inventory
I. INTRODUCTION

Food purchasing and warehousing are support functions to the Ohio University Director of Residence Halls Food Service who has budgetary and operational responsibility for both cost and quality of the end service. In order to assure that these functions are totally responsive to the overall mission of the Food Service Department, the food purchasing and warehousing functions come under the authority and direction of the Director of Food Service Support Activities, who coordinates his duties with the Director of Residence Halls Food Service and reports to the Director of Residence Services and Auxiliaries.

Food purchasing is a very specialized area. Most food items purchased are further processed prior to end use. Therefore, quality, form, package size, etc. must be compatible with the menu, recipes, production systems, equipment and student preference.

The Dietitian works directly with and as a liaison between the Food Buyers, the Director of Residence Halls Food Service and the Director of Food Service Support Activities in evaluating new products. Those products which meet established standards and are compatible with the existing menu are purchased and incorporated within the existing menu cycle.

II. GENERAL RESPONSIBILITIES AND LIMITS

A. The general function of the Central Food Facility of the Food Service Department is to purchase, distribute and account for those food and related supply items for which a dining hall requirement has been established. The Central
Food Facility shares in certain responsibilities with the Controller's Office and other University Administrative Offices in expending University funds so that all transactions will pass numerous audits and will be considered viable business transactions. It must be recognized that, as a public educational institution, there is a responsibility to the taxpayer, resident student and food purveyor to conduct business fairly and in accordance with public law.

B. The primary responsibility shall be the purchase of food and related supply items at the lowest cost consistent with established quality standards. It is the further responsibility of this division to maintain accurate inventory and pricing information for every product. All purchases are to be limited to those items for which there is a properly established requirement.

C. It is the responsibility of the Central Food Facility to provide proper security measures throughout the order-use cycle to insure the safe delivery and accountability of all items requisitioned.

D. It is the Food Buyer's responsibility to maintain as low an inventory as possible, consistent with available market supply and economies of quantity buying.

E. It is the buyer's responsibility to maintain an up-to-date evaluation of suppliers based on over-all performance including
promptness of delivery, product quality and general reliability. Exclusion of any supplier will be documented.

III. SPECIFIC OPERATING PROCEDURES

A. Specifications for food products shall be developed through the combined efforts of the Director of Food Service Support Activities, Director of Residence Halls Food Service, the Dietitian and the Food Buyers in order to correlate the proper balance between quality and price as they relate to the end use of the product.

B. Projected Inventory Requirements of food-related items shall be established by the Food Buyer, based on past usage and estimated future consumption of all items which appear on a current menu cycle. Accurate inventories and the knowledge of quantity buying leverage are essential guidelines to the establishment of sound economic order quantities.

C. Potential Suppliers are to be selected for their ability to serve the needs of the University Dining Halls in the most economic and efficient manner possible on a continuing basis. Past performance of vendors and cooperation with Ohio University are important factors in supplier selection. It is impossible for the University to purchase efficiently from all available sources in many lines. The buying power of the University must be concentrated, as much as possible, with properly selected
vendors to attain the maximum advantage of low price and good service.

D. Three Requirement Levels are necessary, based upon frequency of use, available storage and product shelf life.

1. Large quantity requirements of such items as canned fruits, canned vegetables, frozen seafood items, frozen baked goods, shortenings-oils, prepared dressings, etc.

2. Line or mainstay items such as fresh meats, frozen items, fresh produce and perishable dry foods.

3. High usage items requiring frequent direct delivery, such as ice cream, carbonated beverages, dairy products and bakery items.

E. Price Determination. The purchase price of food and related items shall be established, using one of the following procedures.

1. Large Quantity Contracts. These contracts cover the supply of a single food item, using the lowest price coming from three or more purveyors. These bid requests are sent out by certified mail to at least three prospective suppliers, the package being complete with bid specification form, return envelope and cover letter.

   Delivery of food products purchased in this manner can be received either as a single trip delivery or on an
“as requested” basis with partial shipment of product being made as demand dictates until the entire contracted amount has been delivered.

2. **Weekly Bid Sheet.** Buying price is established by sending weekly bid sheets to three or more suppliers, requesting current prices on given amounts of the specified items.

   This system is used primarily in the areas of fresh meats and fresh produce, which under the influence of demand and season, experience considerable price fluctuation.

3. **State Contract.** Prices used from this area apply to those food items which have been determined "best" following proper state bidding using the specification/price process.

4. **Specified Product.** Food items purchased under this system are those which the food buyers have been directed to buy to the exclusion of other similar products. Reasons such as flavor and appearance must be pointed out in the written instructions and this document must be signed by the Ohio University Director of Food Service Support Activities and maintained in a file for easy reference.

   In addition to the above, any documentation of the results of product testing, food committee work and/or taste panels must be on file to cover those items which are considered a "specified product."

042
Specified product purchases must be made on a competitive bid basis whenever possible or as soon as a specified product becomes available from more than one supplier.

5. Emergency or Fill-in Purchase. As the title indicates, this method of purchasing applies to those situations (i.e., surprise emergency, incorrect product, failure to deliver, spoiled products, etc.) when a shortage exists and there is not sufficient time to go through any of the normal procedures listed above. In these cases, the problem and solution must be documented with a copy of the explanation being kept on file. The explanation and the purchase order will be identifiable with the same transaction number.

F. Proper Receiving Procedures will be followed for all items delivered to the Central Food Facility warehouse, with strict adherence to the following:

1. When a product is received, the Central Food Facility will inspect the product for all terms of the contract, including quality, condition, count and weight. Each receipt will be identified with the appropriate purchase order.

2. If the product fails to meet the terms of the contract as to specification, amount, quality or condition, the Food Buyer shall be notified and he shall make the decision as to acceptance or rejection of the product. He shall consult with the Director of Food Service Support Activities and the Dietitian in those cases where such consultation is warranted.
3. **When a product is to be rejected**, the supplier shall be notified immediately by phone, indicating the justification for such a decision. Proper credit for the product shall be requested and details of the transaction shall be noted for the record, with appropriate notation being filed in the vendor's performance file.

G. **Special Bidding Regulations**

1. State law currently requires competitive bidding for all purchases over $2,000.00. If this practice is impossible for some reason such as in the case of a one-source item, written justification for each purchase will be made and clearance from the Controller with a copy to the Resident State Auditor will be obtained prior to the purchase.

2. **All bid records** received from suppliers will be forwarded by the Central Food Facility to the Resident State Auditor's office when requested.

3. All bids shall be available for review by any or all participating bidders at the office of the food buyer. It shall not be the responsibility of Ohio University to furnish copies to participating bidders.

4. **The purchase order form** (see Ohio University Purchase Order form attached) shall be used to establish an order with the supplier. The copies of this order form are to be distributed as follows:
5. Canceling an order shall be done only with the agreement of the vendor, since an accepted order is a contract. If it becomes necessary to return an item to the vendor for exchange or credit, a copy of all pertinent data shall be retained by the Central Food Facility.

IV. FOOD STORAGE AND DISTRIBUTION

A. Proper storage and distribution of food and related supplies is a vital part of the University Food Service program. Proper control of inventory and distribution is necessary to insure proper cost and consistent quality. Some of the important practices to be followed during storage and distribution are minimum product handling, conveniently arranged storage, proper stock rotation, proper storage temperatures, date coding of all perishable products and security of inventory.

B. The Dining Hall Requisition instructs and authorizes the Central Food Facility to remove from stock and to deliver those items on
INSTRUCTIONS TO VENDORS

1. TWO (2) COPIES OF INVOICE COVERING THIS PURCHASE MUST BE MAILED TO THE ACCOUNTS PAYABLE DEPARTMENT, OHIO UNIVERSITY.

2. PACKING SLIP MUST ACCOMPANY EACH DELIVERY SO THAT GOODS CAN BE IDENTIFIED. ALL SHIPPING CARTONS MUST BE MARKED WITH PURCHASE ORDER NUMBER.

3. ALL DELIVERIES MUST BE MADE TO THE RECEIVING DEPARTMENT, FACTORY STREET, ATHENS, OHIO.

WE HEREBY CERTIFY THAT THE MATERIAL OR SERVICES SPECIFIED ABOVE ARE NECESSARY FOR OUR USE.

OHIO UNIVERSITY

Purchasing Agent
the order form. All dining hall requirements must be listed on
the appropriate "Food Stores Order Form." This is to be done
either by the dining hall manager or the manager's representa-
tive. The food order is designed to provide use and cost data
to the A.D.P. accounting system for ease in compiling the
dining hall operating reports.

C. The distribution of food products. The trucking operation is re-
sponsible for both the security and condition of the product from
the time it is loaded at the truck dock until delivery is made at
the dining hall. All products shall be date-coded at the time of
receipt at the dining halls as a further precaution against poor
inventory practice.

D. The Director of Central Food Facility shall periodically provide
a list of slow-moving items to the Dietician in order that these
items can be incorporated in menus and thereby assure their use
ahead of spoilage.

V. ACCOUNTING

A. The Central Food Facility's accounting responsibility starts with
the extension of prices on the bid sheet and continues through
the operating unit charging done for Resident Dining Accounting.
This includes checking purchase orders, price extensions, de-
delivery slips, dining hall charges and suppliers' invoices.
B. A perpetual inventory is maintained by the Central Food Facility covering all foods and related items. A semi-annual physical inventory of all existing stock shall be made in addition to periodic spot-inventories of fast-moving and critical items. Perpetual inventory records will be corrected and any adjustments thereto recorded against the established write-off account for this purpose. All adjustments to this account must have written justification (i.e., spillage, spoilage, broken package, etc.) and submitted to the Director of Food Service Support Activities for written approval.

C. Unauthorized Purchase. No individual or department has the authority to enter into food purchase contracts, or in any way to obligate Ohio University other than the Central Food Facility purchasing agents as authorized to do so by the President, Board of Trustees or the Director of Food Service Support Activities. Any such negotiations are considered as unauthorized obligation to the vendor. Firms ordinarily doing business with the Ohio University Central Food Facility are aware of this policy and are advised that all purchases chargeable to the Ohio University Food Service Department must be authorized by an official University Purchase Order, signed by an authorized individual. Exclusive of the petty cash procedure, the University will not reimburse any employee for the cost of any such purchases on behalf of the University unless previous arrangements to that
end have been made. Individual petty cash purchases will be
limited to ten dollars and established University policies must
be followed. Payments for purchases are prohibited unless
prior approval is obtained through the Controller and Food
Service offices.
INSTRUCTIONS TO BIDDERS

1. Receipt and Opening of Bids

OHIO UNIVERSITY (herein called the "Owner"), invites bids on the forms attached hereto, all blanks of which must be appropriately filled in. Sealed bids will be received by the Owner at the Office of the Director of Food Purchases, Central Food Facilities, Athens, Ohio 45701 until o'clock A.M.-P.M. , 197, and then at said office publicly opened and read aloud. The pre-addressed envelopes containing the bids must be sealed, and in the possession of Ohio University at time of bid opening. Bids must be designated as Bid for .

The Owner may consider informal any bid not prepared and submitted in accordance with the provisions hereof and may waive any informalities or reject any and all bids. Any bid may be withdrawn prior to the above scheduled time for the opening of bids or authorized postponement thereof. Any bid received after the time and date specified shall not be considered. No bidder may withdraw a bid within 30 days after the actual date of the opening thereof.

2. Preparation of Bid

Two copies of the bid are enclosed one to be returned to Ohio University. The other may be retained for your files. Each bid must be submitted on the prescribed form. All blank spaces for bid prices must be filled in, in ink or typewritten and fully completed and executed when submitted.
Each bid must be submitted in a sealed envelope bearing on the outside the name of the bidder, his address, and the name of the project for which the bid is submitted. Please use the envelope enclosed for this purpose. If you do not wish to bid, please return the bid form marked as "No Bid." Bids should be submitted for each of the sections specified in detail on the attached sheets. All prices shall be quoted F.O.B. destination.

Please quote on a line item basis. However, if additional discounts are available by quoting on a lump sum basis, or by grouping, please submit as an alternate for our evaluation. Each item in each section(s) will be priced by unit or lot, as applicable, and each section(s) shall have a sub-total. All errors in price extension will be corrected by Ohio University and totals for award determination corrected accordingly, unless the bidder specified that no change be made in the total submitted. In this case, all incorrect price extensions will be noted at "lot", and award determination made on the basis of total submitted.

3. Scope of Bidding

The Owner invites the following bid(s):

4. Addenda and Interpretations

No interpretation of the meaning of the plans, specifications or other prebid documents will be made to any bidder orally.

Every request for such interpretation should be in writing addressed to __________________________, Purchasing Agent, Central Food
Facilities, Athens, Ohio 45701, and to be given consideration must be received at least five days prior to the date fixed for the opening of bids. Any and all such interpretations and any supplemental instructions will be in the form of written addenda to the specifications which, if issued, will be mailed by certified mail with return receipt requested to all prospective bidders (at the respective addresses furnished for such purposes), not later than three days prior to the date fixed for the opening of bids. Failure of any bidder to receive any such addendum or interpretation shall not relieve such bidder from any obligation under his bid as submitted. All addenda so issued shall become part of the contract documents.

5. Variations from Items Specified

Whenever and wherever items have been identified by describing a proprietary product, such identification is intended to be descriptive, but not restrictive, and is used to indicate the quality and characteristics of products that will be satisfactory. Bids offering equal or alternate items will be considered for award if such items are clearly identified in the bids, and are determined by Ohio University to be of equal value in all material respects to the proprietary item specified.

Unless the bidder clearly indicated in his bid that he is offering an "equal" or "alternate" item, his bid shall be considered as offering the item as specified in the Invitation for Bids.
If the bidder proposes to furnish an equal or alternate item, the brand name and identifying numbers and/or letters shall be inserted in the space provided or shall be otherwise clearly identified in the bid. The evaluation of the bids and determination as to equality of the product offered shall be the responsibility of Ohio University and will be based on information furnished by the bidder or identified in his bid, as well as information reasonably available to the purchasing activity. CAUTION TO BIDDERS: It shall not be the responsibility of Ohio University for locating or securing any information which is not identified in the bid. Information furnished may include specific references to catalogs, cuts, brochures, or other material previously furnished. Otherwise such information shall accompany the bid.

6. Qualifications of Bidder

The following requirements must be met for bids to be eligible for consideration. The firm submitting the bid shall have a factory or factories that have the proper equipment and experienced employees who have manufactured quality products of this type for more than five years, or shall hold a regular franchise, or is a recognized representative of such a manufacturer for at least one (1) year. There must be strict inspection and quality control over the various manufacturing operations to produce a satisfactory end product of first quality. If the bid is submitted by a representative and not the manufacturer, the representative must explain and fully describe the working agreement that he has with his supplier or manufacturer. Does the manufacturer have full knowledge of the specifications and requirements and will he submit an affidavit, properly executed, covering his agreement with the purchasing activity and bid requirements.
if awarded the order?

Yes ______ No ______

If a manufacturer is bidding direct, the above mentioned affidavit may also be required and for the same considerations.

The Owner may make such investigation as he deems necessary to determine the ability of the bidder to perform the work, and reserves the right to visit the factory or factories to inspect the products in the process of manufacture. The bidder shall furnish the Owner all such information requested and shall cooperate on any inspection trips. All trips for inspection purposes will be at the Owner's expense.

7. Price Certification

(a) By submission of this bid (offer) bidder (offeror) certifies that he is in compliance and will continue to comply with the requirements of Executive Order 11615, August 15, 1971, as superseded by Executive Order 11617, October 15, 1971, for the duration thereof and further certifies that the prices bid (offered) herein conform to the requirements of Executive Order 11615, as superseded by Executive Order 11627, October 15, 1971, or shall be reduced accordingly at the time of any billings that are made during the effective period of the Executive Order.

(b) Prior to the payment of invoices under this contract, the Contractor shall place on, or attach to, each invoice submitted the following certification:

"I hereby certify that amounts invoiced herein do not exceed the lower of (i) contract price, or (ii) maximum levels established in accordance with Executive Order 11615, August 15, 1972, as superseded by Executive Order 11627, October 15, 1972."
(c) The Contractor agrees to insert the substance of this clause, including this paragraph (c), in all subcontracts for supplies or services issued under this contract.

8. Equal Employment Opportunity

The Supplier in bidding and/or filling a purchase order agrees not to discriminate against any employee or applicant for employment, with respect to hire tenure, terms, conditions, or privileges of employment, or any matter directly or indirectly related to employment, because of race, color, religion, national origin, ancestry, or sex. The Supplier further agrees that every subcontract or order given for the supplying of this order will contain a provision requiring non-discrimination in employment, as herein specified. This covenant is required pursuant to Executive Order 11246, Executive Code of Ohio and policy of Ohio University and any breach thereof may be regarded as a material breach of the contract or purchase order.

SPECIAL NOTE:

1. Samples of each item may be required of the three (3) low bidders for the purpose of evaluation. This will be most important should the quality of the low bidder be unknown to Ohio University.

2. Should samples be requested, the units must be delivered to Ohio University Central Food Facilities no later than ten (10) working days from such requests.

3. All samples must be at the bidders expense and samples may not be returned to vendor. Acceptable samples will be used as a further check against actual deliveries at time order is placed.
<table>
<thead>
<tr>
<th>VENDOR NAME</th>
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<tr>
<td>ADDRESS</td>
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<td>TELEPHONE NUMBER</td>
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<td>VENDOR SIGNATURE</td>
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<td>FEDERAL TAX IDENTIFICATION NUMBER</td>
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<td>TOTAL BID $</td>
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The Board of Trustees of Ohio University, hereinafter called University, in consideration of the benefits to be derived by the University from the Athens Local Flood Protection Project of the Hocking Conservancy District, hereinafter called the District, and for other valuable considerations as set forth herein, hereby grants a Permanent Easement to The Hocking Conservancy District, a public corporation of the State of Ohio, to occupy and use lands owned or controlled by the University located in Sections 4, 9, 10, 15, 16, 21, and 22 of Athens Township, Athens County, Ohio as hereinafter described.

It is understood by and between the parties to this instrument that "University land" is intended to include land owned by the President and Trustees of the Ohio University, land owned by the State of Ohio, the use of which has been transferred to Ohio University by statute, and land owned by the Board of Trustees of Ohio University in connection with its endowment portfolio.

This permanent easement is granted for purposes of flood control, including the construction, restoration, maintenance and operation of the Athens Local Flood Protection Project when and as required.

Subject to the Rules and Regulations of the District Engineer, U. S. Army Corps of Engineers, Huntington, West Virginia, District shall permit the University to make such other use of the lands included in this grant of permanent easement and all lands created by vacation of the existing river bed, so long as such usage does not interfere or conflict with the purposes of flood control as set forth in the official plan of the district. In event representatives of the University and the District cannot agree as to whether or not a proposed land use would be detrimental to the flood control purpose, the question will be submitted to the District Engineer, U. S. Army Corps of Engineers, Huntington, West Virginia, whose decision will be final.
The District, by virtue of the right granted herein, may authorize the United States of America, its agents, employees and contractors to enter upon University land herein granted for the purposes above stated, and all rights and privileges enjoyed by the District shall inure to and be enjoyed by the United States of America, its agents, employees and contractors.

The District shall have the right of ingress and egress from the easement areas over the streets and roads established by the University on University lands wherever practicable; where existing roadways prove impracticable, temporary access ways will be established on joint approval.

All tools, equipment, buildings, improvements and other property taken, placed and/or erected upon the subject easement by the District and/or its employees, agents, or contractors, shall remain the property of the owner thereof and may be removed by the owner thereof within a reasonable period of time.

The District agrees (a) to save the grantor harmless from any damage(s) resulting from the negligence of District employees, assignees, or contractees engaged in carrying out the purposes for which this easement is granted, and (b) to restore any University property damaged thereby to its original condition.

The University and the District have agreed the permanent easement granted herein shall be generally defined as follows:

(1) All University land occupied by the new Hocking River Channel plus an area along the top of each bank extending landward 20 feet from the shoulder or the landward shoulder of any diversion ditches which closely parallel the river channel, except
(1a) On the south side of the new channel west of Richland Avenue the easement includes all University land north of the right of way granted to the Ohio Department of Highways for S. R. 682, including the right to use an existing access road; and

(1b) Along the spoil embankment between Richland Avenue and Mill Street where the easement shall extend to a line 20 feet on the landward side of the toe of the embankment.

(2) Areas occupied by three (3) storm water pumping stations installed by the District plus an additional 20 feet on each side of said stations, and

(3) Areas occupied by drainage ditches discharging into new channel including 20 feet along each side of said ditches, and

(4) A right of way forty feet (40') in width, extending from Stimson Avenue to Pumping Station No. 1, and

(5) Certain areas landlocked by reason of relocation of the river channel and/or other construction by the District as shown upon the map sections thereof.

Maps defining the boundaries of the easement herein granted are attached hereto and incorporated by reference into the easement as an integral and legal part of same and are on file in the Office of the Vice President for Administrative Services of Ohio University, Athens, Ohio and the Office of the Hocking Conservancy District, Nelsonville, Ohio; and may be inspected during business hours by persons having a legitimate interest therein.

The total area included herein amounts to 143.3 acres, for which The Hocking Conservancy District has agreed to pay at the rate of Eight Hundred and Seventy Dollars ($870.00) per acre, a total of $124,671.00. Of this amount, $100,000 was paid on November 18, 1970, leaving a balance of $24,671.00.
In addition the District has agreed to pay the sum of $75,000 as settlement in full for all damages to University lands and facilities caused by construction of the Athens Local Flood Protection Project.

Inasmuch as the University retains title to the lands included in this grant of permanent easement and will have the right to make certain other uses of these lands, the University will retain the right and duty of policing these areas to prevent trespassing, unauthorized usage and vandalism; provided, however, nothing herein shall derogate from the authority vested in the employees and agents of the District to similarly police and protect said property.

IN WITNESS WHEREOF, the Board of Trustees of Ohio University has caused this instrument to be executed on its behalf by Claude R. Sowle, as President of Ohio University and Robert E. Mahn, as Secretary of the Board of Trustees of Ohio University, both having been thereunto duly authorized this day of March, 1973.

SIGNÉD AND ACKNOWLEDGED IN THE PRESENCE OF

THE OHIO UNIVERSITY

BY: __________________________

Claude R. Sowle, President

BY: __________________________

Robert E. Mahn, Secretary
Board of Trustees

The terms conditions and obligations of the grantee, as recited herein, are accepted on behalf of The Hocking Conservancy District by its Board of Directors, who have authorized Robert S. Mathews as President and D. R. Johnson, as Secretary, to sign this instrument on behalf of said District.
SIGNED AND ACKNOWLEDGED
IN THE PRESENCE OF

THE HOCKING CONSERVANCY DISTRICT

_____________________________

BY: __________________________
Robert S. Mathews, President

_____________________________

BY: __________________________
D. R. Johnson, Secretary

STATE OF OHIO, ATHENS COUNTY, SS:

Personally appeared before me, a Notary Public, on this day of

, 1973, Claude R. Sowle, President of Ohio University and
Robert E. Mahn, Secretary of the Board of Trustees of Ohio University,
the grantor in the foregoing Permanent Easement and acknowledged the
signing of same to be their voluntary act and deed.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and
affixed my official seal on the day and year first above written.

Notary Public, Athens County, Ohio

STATE OF OHIO, ATHENS COUNTY, SS:

Personally appeared before me, a Notary Public on this day of

, 1973, Robert S. Mathews, President of The Hocking Conservancy
District and D. R. Johnson, Secretary of The Hocking Conservancy District,
the grantee in the foregoing Permanent Easement and acknowledged the
signing of same to be their voluntary act and deed.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and
affixed my official seal on the day and year first above written.

Notary Public, Athens County, Ohio
This agreement, made and concluded at Athens, Ohio, this ___ day of ____________, 1973, by and between the President and Trustees of Ohio University, Athens, Ohio, hereinafter called University, and The Ohio Valley Health Service Foundation, Inc., Athens, Ohio, hereinafter called Foundation, WITNESSETH:

WHEREAS, said University presently maintains a transmitter tower in Athens Township, Athens County, Ohio, on premises described hereafter in Exhibits A, B, and C, which are incorporated herein by reference and made a part hereof, the same as if entirely rewritten herein, and

WHEREAS, said Foundation has received several grants from Federal, State, and local governments for the purpose of developing a comprehensive, public service Emergency Medical Service system covering seven (7) Southeastern Ohio counties, said grants providing funding for a three (3) year period beginning December _____, 1972, and

WHEREAS, said Foundation desires to obtain the right and easement to erect, construct, operate, and maintain a transmitting facility with all necessary poles, wires, and appurtenances, including guy and brace poles, over and upon the premises described in Exhibits A and B, and to use the existing tower for mounting certain antenna specified in Exhibit C thereon, specifications for which have been mutually agreed upon by University and Ohio Educational Television Network Commission as prescribed under terms of a prior agreement dated August 4, 1972, and further that access to the facility be granted to said Foundation, its agents, and licensees.
NOW, THEREFORE, in consideration of mutual covenants herein contained and the sum of one ($1.00) dollar, the receipt of which is hereby acknowledged, The President and Board of Trustees of Ohio University does hereby grant unto The Ohio Valley Health Service Foundation, Inc., the foregoing rights and privileges for a period of three (3) years from the beginning date specified.

Provided, however, that said Foundation agrees with said University as a part of the consideration hereof that Foundation will:

1. Obtain all necessary governmental consents, permits, approvals of plans, and that all equipment used will be installed and maintained in accordance with standards and regulations of The Federal Communications Commission, United States of America.

2. To indemnify and save harmless said University from all damages to equipment or injury to personnel or claims arising out of any act, omission or neglect by the Foundation or any of its agents during the period of construction, operation and maintenance authorized herein.

3. Be responsible for all costs of construction, all service and maintenance for the Foundation's equipment, feed lines, messenger cables, and metering of electrical service to its own account.

4. Obtain prior written approval from the Director of Engineering for Telecommunications for Ohio University prior to the commencement of any work for the purpose of coordinating construction schedules, site clean-up, and related details.

5. Not in any way, interfere with any communications presently
operated by said University, and if interference does result
due to said Foundation's use, to be responsible for corrections
to Foundation's system to the satisfaction of said University.
6. Not to assign this easement or any privilege granted hereunder,
directly or indirectly to other parties without prior written
consent of said University.

It is agreed that in the event said Emergency Medical Service system continues beyond the three (3) year period specified herein, that University will give consideration to granting extension of this agreement at that time. Such extension will not be unreasonably nor arbitrarily withheld, but the decision will be based upon an evaluation of the circumstances existing at that time.

IN WITNESS WHEREOF, the parties, by their duly authorized officers, have hereunto set their hands to quadruplicates hereof the day and year first above written herein.

IN THE PRESENCE OF:

PRESIDENT AND TRUSTEES OF OHIO UNIVERSITY

Robert E. Mahn, Secretary to the Board

OHIO VALLEY HEALTH SERVICES FOUNDATION, INC.

J. E. Farrington, Executive Director

STATE OF OHIO, ATHENS COUNTY, SS:

BEFORE ME, a notary public in and for said county and State, personally came Robert E. Mahn, Secretary to the Board of Trustees of Ohio University, the corporation which executed the foregoing instrument, who acknowledged that the seal affixed to said instrument is the corporate seal of said corporation; that he did sign and seal said instrument as such Secretary in behalf of said corporation and by authority of its Board of Directors; that said instrument is his free act and deed individually and as such Secretary and the free and corporate act and deed of said President and Trustees of Ohio University.
IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my official seal at Athens, Ohio, this _____ day of February, 1973.

Notary Public

STATE OF OHIO, ATHENS COUNTY SS:

BEFORE ME, a notary public in and for said county and State, personally came J. E. Farrington, Executive Director of the Ohio Valley Health Services Foundation, Inc., the corporation which executed the foregoing instrument, who acknowledged that the seal affixed to said instrument is the corporate seal of said corporation; that he did sign and seal said instrument as such Executive Director in behalf of said corporation and by authority of its Board of Directors; that said instrument is his free act and deed individually and as such Executive Director and the free and corporate act and deed of said Ohio Valley Health Services Foundation, Inc.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my official seal at Athens, Ohio, this _____ day of February, 1973.

Notary Public

THIS INSTRUMENT PREPARED BY:  J. B. Yanity, Jr., Attorney at Law
The Security Building, Athens, Ohio 45701
EXHIBIT A

John O. Cline and Virginia H. Cline, husband and wife, Grantors,

in consideration of the Thousand Three Hundred Thirty and no/100 dollars ($1,330.00),

to be paid by the State of Ohio, for the use of the President and Trustees of Ohio University, Athens, Ohio, further

do hereby grant, convey, sell, and assign forever, the following described Real Estate, situate in the Township of Athens, County of Athens, State of Ohio, situated in Farm Lot No. 122 and 1/2 of Section 26, Township 9 N., Range 11 W., bounded as follows by true bearings:

Beginning at an iron pin not in the North Line of Lot No. 122 lying 150 feet East from the Northwest corner thereof

thence S 30 degrees 19' W 303.0 feet to an iron pin

thence S 31 degrees 40' 102.6 feet to an iron pin in the fence corner from which point commence the following described bearings:

thence S 3 degrees 21' 528.6 feet to an iron pin in the fence line

thence S 60 degrees 15' East 394.5 feet to an iron pin in the fence corner

thence N 3 degrees 15' E 394.5 feet to an iron pin in the fence corner

thence S 10 degrees 15' W 424.1 feet to an iron pin in the fence corner

thence N 6 degrees 15' W 255.0 feet to an iron pin in the fence corner

thence N 21 degrees 30' W 270.6 feet to an iron pin in the fence corner passing the North line of Lot 122 at 315 feet

thence S 31 degrees 19' W 726.0 feet to the place of beginning, containing a total area of 23.30 acres, more or less; 22.73 acres of which are within Lot 122, and 0.57 acre of which is within Lot 124.

Also conveying a perpetual easement and right-of-way twenty (20) feet in width for ingress, egress, and utility purposes; the centerline of which extends from a point lying S 31 degrees 19' W 303 feet and S 3 degrees 40' 102.6 feet from the beginning point of the above described tract; thence meandering N 58 degrees E to the centerline of County Road No. 19.

Also conveying a perpetual easement and right-of-way twenty (20) feet in width for the purpose of erecting and maintaining two or more antennas for the placing of a high antenna tower; the centerline of which extends from the same point of beginning as for the 20 foot easement above mentioned; thence running S 61 degrees 15' W 400 feet.

The grantor, if and when he should decide upon the necessity of fence along the Northwest and South sides of the above tract, and if at such time the above named grantor is still the owner and possessor of the land adjoining the said Northwest and South sides, does hereby agree to abrogate the usual joint fencing arrangement and will erect such fence or part thereof entirely at his own expense.

References: Volume 22), Page 190, Record of Deeds of Athens County, Ohio.
November 16, 1972

Mr. N. Joseph Welling
Director of Telecommunications
VOUB-TV
Ohio University
College Street
Athens, Ohio 45701

Dear Joe:

The Ohio Valley Health Services Foundation, a comprehensive health planning agency, is designing an Emergency Medical Service to provide ambulance assistance and superior on-site medical care for sick and injured for seven counties in Southeastern Ohio. The Emergency Medical Service is one of the first of its kind and most comprehensive in the nation.

The Ohio Valley Health Services Foundation has approached the Ohio ETV Network Commission for permission to mount several pieces of equipment on the WOUB-TV tower to which access must be granted jointly by agreement from Ohio University and the Ohio ETV Network Commission. Jack Farrington, executive director of OVHS, has explained the nature and goals of the system to members of your administration and board of trustees. The Network strongly supports the OVHS in its objectives for the Emergency Medical Service; therefore, on behalf of OVHS, the Network is seeking Ohio University approval for the placement of the following equipment on the new WOUB-TV tower in Athens:

<table>
<thead>
<tr>
<th>Antenna #1 (EMS to Pomeroy)</th>
<th>Type</th>
<th>Parabolic</th>
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<tbody>
<tr>
<td></td>
<td>Size</td>
<td>8' diameter</td>
</tr>
<tr>
<td></td>
<td>Ht. AGL</td>
<td>450' just above 3rd guy level</td>
</tr>
<tr>
<td></td>
<td>Orienta.</td>
<td>164° T</td>
</tr>
</tbody>
</table>

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<thead>
<tr>
<th>Antenna #2 (EMS to Logan)</th>
<th>Type</th>
<th>Parabolic</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Size</td>
<td>8' diameter</td>
</tr>
<tr>
<td></td>
<td>Ht. AGL</td>
<td>510' to 520'</td>
</tr>
<tr>
<td></td>
<td>Orienta.</td>
<td>312.9° T</td>
</tr>
</tbody>
</table>

Other Antennas

- Three VHF antennas (155 MHz)—Five db coaxial verticals at approximately 250'
- One UHF antenna (450 MHz) at approximately 300'

EXHIBIT C
Stainless, Incorporated, contractors for the tower, have completed a computer analysis of the tower which indicates that the addition of the preceding equipment will not derate the original tower specifications or compromise the future expansion capacity of the tower. The latter four antennas are of a single-whip type and will not significantly affect the structural rating of the tower.

I think you will recognize the potential benefits to the people of Southeastern Ohio from the construction of the Emergency Medical Service. I hope you will agree with me that the project merits the support of Ohio University as well as the Network Commission and will arrange for the appropriate and necessary Ohio University approvals.

Warm regards,

Dave L. Fornahell

DLF/cl
A POLICY STATEMENT ON FORMATION
OF STATE GENERAL AND TECHNICAL COLLEGES

A consistent objective of the Ohio Board of Regents in encouraging development of Ohio's system of public two-year campuses has been to provide a comprehensive post-high school educational program within commuting distance of all Ohio citizens. A comprehensive program is one which encompasses a general studies offering equivalent to the first two years of a traditional baccalaureate program, an array of two-year technical education programs designed to prepare students for direct entry into para-professional occupations, and various course offerings required by adults for personal development or for upgrading of work skills. During the past ten years, Ohio has made significant progress in meeting this objective, with forty permanent two-year campuses having been constructed throughout the state.

A variety of organizational forms have been utilized to administer and operate these new campuses. There are four community college districts operating a total of six separate campuses. These colleges offer a general studies program equivalent to the first two years of traditional baccalaureate programs, in addition to an array of two-year technical education programs and various adult education offerings. In support of these colleges, local taxpayers are making a substantial financial contribution to operating and physical plant budgets through local property tax levies. Ohio has developed seventeen independent technical colleges which have a more narrow mission of providing only technical education programs, and certain occupational courses for adults. With a single exception, these colleges receive no support from local taxation. Ohio has also seen the development of twenty-two university branches, some of which offer limited programs of technical education, but which concentrate upon offering two years of baccalaureate work comparable to programs available on the central campuses of the parent universities. These branches generally operate with no local tax support, just as do the parent universities. In addition, four urban-based universities have developed general and technical college service centers as an integral part of those state universities. This diverse system of two-year campuses currently enrolls 75,000 students.

National enrollment data indicate that Ohio, although it has made great strides forward, is still considerably behind comparable states in the percentage of its total population
served by higher education. In terms of current enrollment in
the fall of 1972, enrollment on the main campuses of the
twelve state universities remained stable compared with 1971.
Enrollments in the university branches dropped four percent,
while community college enrollments grew fifteen percent and
technical college enrollments grew twenty-five percent.

National research clearly indicates that enrollments in
college programs are directly proportionate to the geographical
availability of colleges and the breadth of college offerings.
It is clear in Ohio that in those two-year college service
areas having comprehensive educational offerings, enrollments
over several years have soared. In other communities having
single mission institutions, either branches or separate
technical colleges, enrollment growth has been less dramatic.

Two-year college proponents believe, as does the Board
of Regents, that the relatively small two-year colleges can
be more flexible academically in responding to changing local
needs, especially if the institutions enjoy a high degree of
operational autonomy and are closely linked in their governance
systems to the communities they serve. It is the present judg-
ment of the Board of Regents that while very substantial prog-
ress has been made in physically establishing a system of com-
prehensive two-year centers in Ohio, there remain major inade-
quacies in present services. In various parts of the state,
meaningful technical and post-secondary occupational programs
are severely lacking. In other sections of the state, the
first two years of baccalaureate programming are not readily
available on a commuting basis. The availability of general
and occupational offerings for adult students is not well
developed.

During the years of rapid growth the Board of Regents has
supported the growth of a variety of two-year organizational
forms in its attempt to serve the needs of Ohio citizens. The
state has provided excellent physical facilities and qualified
facilities to deliver a wide array of educational programs.

The community college law has, since its passage, pro-
vided a viable means of delivery for a comprehensive educa-
tional program, and this organizational pattern has been
successful in many other states. However, community colleges
involve the passage of a local property tax levy, and many
educational and political leaders in the state have felt it
is not possible or desirable to base an entire system of
two-year campuses upon a property tax base. Principally for
this reason, the state universities were encouraged over
several years to build branch campuses that could provide
educational programs across the state. Many four-year universities did not conceive as their mission the delivery of technical and post-secondary occupational programs through the university branch campuses. Partly for this reason and partly through the independent impetus of the national Vocational Education Act of 1963, there emerged a group of separate and independent technical colleges to deliver this particular type of educational service to communities throughout Ohio. Enrollment figures clearly indicate that these institutions are serving a need.

In nine Ohio counties there exist today both a technical college and a branch campus. In six of these communities the two organizational arrangements share facilities on the same campus. Although this organizational arrangement has been successful in increasing the educational opportunities available to students, there are many inherent problems: the duplication of effort with two organizational patterns attempting to deliver similar educational services, difficulties in achieving the most effective use of space, the duplication of certain facilities, and problems arising from divergent faculty salaries and workloads. However, of primary importance are problems posed for the individual students. Enrolling students must decide in which institution they want to enroll, and if at the end of one or two quarters a student changes his mind, he must officially withdraw from one institution and attempt to transfer credits and be readmitted to the other institution. This, even though the two institutions exist on the same campus. Another important consideration is that fees charged at the two institutions may be substantially different.

Eight Ohio counties today have technical colleges, but do not have a general studies program offered on a two-year commuter campus. Eleven Ohio counties today have university branches, which, while offering certain programs of technical education, nevertheless concentrate upon general studies.

It is of further interest that various of the universities operating branches have developed substantial offerings of upper division and masters level courses. The Board of Regents has over several years sanctioned this service in instances where a clear local need can be demonstrated on a course-by-course basis, where suitable academic standards can be maintained, where instruction is carried out by faculty members from the parent campus, but with the understanding that such upper division courses are not to be considered a part of the regular, on-going program of the branch campus. It is clear today, however, that this practice has led in some cases to very substantial enlargement of branch programs.
beyond the two-year mission intended by the Board of Regents.

In 1969 the Board of Regents sponsored a study by Paul Dressel, Director of Institutional Research of Michigan State University, of selected branch campuses operating in various parts of Ohio and under jurisdiction of several parent universities. Dressel's report was most critical of branch operations because of a failure to respond to local needs, particularly in technical and post-secondary occupational programs, and because of undue central campus control of branch campuses. The Arthur D. Little organization in 1970 was engaged by the Board of Regents to make a study evaluating the entire two-year campus system. Their report recommended the creation of 35 two-year college districts within each of which a new college organization would absorb the buildings then in use as branch campuses and technical colleges and develop a comprehensive educational program.

In its Preliminary Master Plan of 1971 the Ohio Board of Regents suggested creation of a uniform system of independent and comprehensive two-year campuses, later withdrawing from that proposal of a compulsory reorganization, however, upon the strong protests of various communities which have hosted branches and of certain of the technical colleges. In choosing not to press for compulsory reorganization, however, the Board proposed legislative enactment of an alternative organizational form which would make it possible, on a voluntary basis, for comprehensive and independent two-year colleges to develop where branches and technical colleges now exist.

In response to the Board's urging, the 109th General Assembly enacted Section 3358 of the Ohio Revised Code, under which branches of state universities and/or technical colleges may, at their own initiative, elect to reorganize as State General and Technical Colleges. A State General and Technical College is governed by nine trustees appointed by the Governor and confirmed by the Senate, may offer general studies, technical education, and adult education programs, and is financed by state tax subsidies and student fees without reliance on a local property tax. One State General and Technical College is in the process of emerging in the Miami-Darke-Shelby County area which does not now encompass either a branch or a technical college.

The Board of Regents continues today in the general conviction that the long-range best interests of Ohio will be served by the achievement of both comprehensiveness of programming and organizational independence within a coordinated state system for all of the two-year commuter colleges. The Board continues as well to feel that the development of
on-going upper division and graduate offerings in traditional modes at two-year campuses, outside of the most carefully administered monitoring procedures, courts the growth of additional four-year colleges and is a clear threat to central campus university enrollments and to private college enrollments. For these reasons the Board recommends the following long-range objectives:

1. That the four community colleges continue to offer comprehensive programs as they are now doing for the citizens of their respective districts.

2. That the remainder of the state be divided into two-year college planning districts with the eventual goal of achieving within each a comprehensive program of post-secondary education.

3. That continuing study be given by the Board of Regents and by existing technical colleges and university branches to the establishment of State General and Technical Colleges within the various planning districts.

4. That the planning of programs within each district carefully take into account the existing resources and capacities of privately-sponsored colleges.

5. That the Board of Regents carefully avoid in new program approvals and in all operating budget and capital improvements proposals, any encouragement to duplication of effort or added costs growing out of existing and overlapping organizational arrangements, or any encouragement of technical education developments in branches operating in communities also encompassing a technical college.

6. That the Board of Regents actively discourage upper division and graduate offerings at university branches in circumstances which imply in any way a regular enlargement of the two-year campus mission.

In recommending these long-range objectives, the Board of Regents would call attention to certain additional opportunities and cautions for the advice of institutional governing boards and administrators. First, in view of the current uncertainty of enrollments, especially in two-year institutions which have emphasized general studies programs, and in
deference to the statewide enrollment study recently commissioned by the Board of Regents, and in further recognition of the reexaminations soon to be made of unused resources and capacities of privately sponsored Ohio colleges, it is recommended that technical colleges temporarily postpone plans to broaden programs through conversion to State General and Technical Colleges, in those communities now having technical colleges but not having general studies programs within a two-year commuter college.

Secondly, it would appear that the greatest opportunity for early consideration of the establishment of State General and Technical Colleges exists where branches and technical colleges share joint campuses or occupy campuses in close proximity to each other, and where reorganization would not entail substantial program or enrollment expansion. Especially would such opportunity seem to be at hand when leadership changes are contemplated or where significant building programs are undertaken or planned.

Thirdly, it would appear that early consideration of the establishment of State General and Technical Colleges should be undertaken in communities where branch campuses exist apart from a technical college but where a fully developed program of technical education has not emerged.

Finally, it would appear promising in those instances where branches and technical colleges may be merged into State General and Technical Colleges for the programming and staffing transition to be eased by contractual arrangements between the parent university and the new college for conduct of the general studies portion of the program.

The Chancellor and the staff of the Board of Regents are directed to be of assistance to colleges studying the possibility of reorganization under the State General and Technical College law, and to recommend to the Board financial arrangements as may be needed to facilitate such reorganizations.

SECOND DRAFT
2/9/73
November 14, 1972

Attorney Erle Bridgewater, Jr.
14 West Washington Street
Athens, Ohio 45701

RE: Ohio University/Muskingum Area Technical College (Lease)

Dear Mr. Bridgewater:

This letter will serve to confirm our telephone conversation of November 13. As I advised you in that telephone conversation the Board of the Muskingum Area Technical College is quite concerned about the 25-year provision of the lease as required by law. Mr. Huffman has asked that the Board of Trustees of Ohio University resolve that a re-negotiation of the lease on the same terms at the end of 25 years be looked upon favorably.

I am aware that such a resolution would have but a moral effect and would not constitute a legal obligation. However, it would certainly make our Board here feel much easier in view of the capital outlay for buildings, etc. that is involved.

It is my understanding that you will attempt to have this matter brought to the attention of the Board at its next scheduled meeting in January or at a special meeting prior to that time if one is scheduled. Thank you for your cooperation:

Very truly yours,

Thomas R. Bopeley

cc: Muskingum Area Technical College
Attn: Mr. Walker Huffman
Mr. Fred Dudis  
Business Manager  
48 East Union Street  
Athens, Ohio 45701

Re: Ohio University/Muskingum Area Technical College (Lease)  
Legal Request 72-2-9

Dear Mr. Dudis:

I enclose herewith copy of letter dated November 14, 1972, from Mr. Thomas R. Bopeley, counsel for the Muskingum Area Technical College. I confirm that, by telephone, I did tell Mr. Bopeley that I would endeavor to secure from the Ohio University a general statement that at the time of the expiration of the initial 25 year provision of the lease, that the Board of Trustees would look favorably upon a renewal of that lease on substantially the same terms and conditions as set forth in the initial lease.

I would, therefore, appreciate it if you would bring this matter to the attention of Mr. Davidson and attempt to secure from either President Sowle or the Chairman of the Board of Trustees a letter indicating a recognition of a moral obligation to renew or extend the lease beyond its initial 25 year term.

If you have any questions concerning this, please advise.

Very truly yours,

Erle Bridgewater

cc: John Burns  
    Robert Mahn  
    Claude Sowle  
    Thomas Bopeley

Enclosure
January 9, 1973

Mr. Erle H. Bridgewater, Attorney
14 West Washington Street
Athens, Ohio 45701

Dear Mr. Bridgewater:

Several months ago you provided us with a draft of a lease of a portion of our Zanesville Campus to the Muskingum Area Technical College. A few minor modifications were made at the suggestion of our Board of Trustees and the Technical College Board. The final version has now been approved by both boards. A copy is attached for your information. Mr. John Burns is in the process of obtaining the necessary signatures from the State.

The Technical College Board has raised an additional issue in connection with the 25 year term of the lease. President Sowle has requested that I ask for your opinion on it. They are naturally concerned about what will happen at the end of the 25 year period. I have told them that there is nothing to prevent negotiating another lease at that time. They would like a statement from either the Board of Trustees or the President indicating that at this time our intent or recommendation is for a renewal on similar terms. We wish to cooperate in every reasonable way, however, President Sowle is reluctant to make any statements that would bind future parties but wishes to discuss it with the Board at the next meeting. In preparation for that meeting we would like to know what you advise under these circumstances.

Sincerely,

Beaumont Davison
Vice President

Enclosure

cc: Wm. Charles Culp, Vice President for Administrative Services
January 16, 1973

Mr. Beaumont Davison  
Vice President  
Cutler 315  
Ohio University  
Athens, Ohio 45701

Dear Mr. Davison:

Prior to discussing the question you raise in your letter of January 9, I would like to point out that on page 2, line 2 of the lease, the last word appears to be "sale", it is my opinion that it is intended that the word should be sole.

Directing my comments now to your inquiry, you are aware, of course, that the present President and Board of Trustees of the Ohio University cannot by its act bind or obligate a future Board of Trustees in connection with the exercise of their discretionary powers. You are further aware that the Ohio University President and Board of Trustees, cannot, of course, dictate to the Director of Public Works how said Director will exercise the authority given him by statute in connection with the leasing of excess University lands. However, it is my opinion, that if President Sowle were to write a letter directed to the Trustees of the Muskingum Area Technical College, stating that while neither he nor the Board of Trustees could place an obligatory burden on the Board of Trustees and President as they would exist in 1997 and 1998, it was his intent, as supported by the Board of Trustees, to cause a copy of the letter he was writing to be placed in the file with the information that it was the feeling of the present President and Board of Trustees that if the relationship between the Ohio University and the Muskingum Area Technical College was satisfactory during the course of the existing lease, it would be their opinion that a renewal of the lease on the same terms and provisions should be recommended to the Director of Public Works at the time the base lease expires.

I would be pleased to draft a letter incorporating my suggestions, if you so desire.
Mr. Beaumont Davison

-2- January 16, 1973

Trusting that I have responded in a manner satisfactory to you, I am.

Sincerely,

[Signature]

Erle Bridgewater

EB/sh

cc: John Burns
Wm. Charles Culp
Claude Sowle
January 19, 1973

Mr. Erle Bridgewater
Attorney
14 West Washington Street
Athens, Ohio 45701

Dear Mr. Bridgewater:

Thank you for your letter of January 16 relating to the Zanesville campus lease.

The error noted in your first sentence has already been discovered and corrected in the final copies.

Please prepare and forward to me a draft of a letter to the Trustees of the Muskingum Area Technical College incorporating the suggestions outlined in your letter. I will then bring it to the attention of President Sowle and our Board of Trustees.

Sincerely,

Beaumont Davison
Vice President

njr
January 30, 1973

Mr. Beaumont Davison
Vice President
Ohio University
Cutler Hall 315
Athens, Ohio 45701

Dear Mr. Davison:

Enclosed herewith please find a draft of a letter that President Sowle might see fit to forward to the Muskingum Area Technical College. I have no great pride of authorship, but believe the foregoing would be adequate to make a record concerning this matter.

If there is anything further you desire from me, please advise.

Very truly yours,

Erle Bridgewater

EB/bb
Enclosure
This LEASE made at Columbus and St. Clairsville, Ohio this ___
day of ____________________, 1973, by and between THE STATE
OF OHIO, acting by and through the DIRECTOR OF PUBLIC WORKS, Columbus,
Ohio (hereinafter called the Lessor) and BELCO CRAFTS, INC. (hereinafter
called the Lessee).

WITNESSETH THAT:

1. (a) **Premises.** In consideration of the rents herein reserved to be paid
by the Lessee to the Lessor and in consideration of the other terms
and conditions herein contained to be observed and performed
between the parties, the Lessor does hereby lease to the Lessee
the premises on the Ohio University Belmont Campus, St. Clairsville,
Ohio, specifically described by the attached plat description and
incorporated into this lease, for the exclusive purpose of use as an
orchard for the educational benefit of the Lessor and the Lessee's
Retarded Adult Training Program.

(b) The Lessor specifically reserves an easement of right-of-way across
the leased premises for the purpose in ingress and egress from the
Lessor's remaining premises, if such is necessary. This easement
will not have a specific width or location, but will be agreed upon
by the Lessor and Lessee as to location, time and names of use in
order that the Lessee's use of the leased premises will not be
interfered with.

2. **Term.** The term of this lease will be for ten (10) years beginning on the
date of execution set forth above, and either the Lessor or Lessee may
terminate this lease by providing the other party a one-year written
notice of such intention. If this lease is terminated or at the date of
expiration, the Lessee may remove all fixtures, improvements or growing
trees or plants at their discretion and expense within a reasonable time
set by the Lessor.

3. **Rent.** The Lessee does hereby covenant and agree to pay to the lessor
as annual rent for the described premises the sum of one-dollar ($1.00),
to be paid to the Lessor on the day of execution of this lease and on the
same day of each subsequent year.

4. **Restrictions on Use.**

(a) The premises let will be subject to all local and state zoning laws
and ordinances which the Lessee covenants to comply with.

(b) Lessee covenants that no building, fences or other improvements
will be undertaken without written permission from the Lessor,
and that the Lessee will particularly fence the area where the cistern
is located on the premises and will have use of the cistern, and
will place "no trespassing" signs around the leased portion.
(c) Lessor agrees that the Lessee may use water from the pond on the Belmont County Campus for the orchard to be grown by a method to be approved by the Lessor, including enlarging the pond with the Lessor's permission.

(d) Notwithstanding the Lessor's reserved right-of-way, the Lessee hereby agrees that the Lessor may use the let premises for any University purposes that do not conflict with the use of the let premises by the Lessee.

5. Waiver of Liability. The Lessee hereby covenants that the Lessee will save and hold harmless the Lessor from any and all injuries to persons or property that may occur on the let premises being used for the purpose of the Lessee, and that the lessee will provide any and all necessary insurance to cover such risks, of which a copy of the policies will be files with the Lessor.

6. The Lessor and Lessee further agree that if the Lessee pays the rent and abides by the covenants of this lease, the Lessee can hold and enjoy the premises during the lease period. However, if the Lessee fails to perform any of the covenants of this lease, abandons or vacates the premises during the lease term, or be adjudged bankrupt then the lease shall be terminated upon receipt of written notice from the Lessor. Also, the Lessee agrees not to assign, sell or sublease all or any portion of the premises.

IN WITNESS WHEREOF, the parties, in accordance with the statutes provided, by their duly-authorized officers, hereunto set their hands the day and year set forth above.

APPROVED:

THE STATE OF OHIO:
By and Through

John J. Gilligan, Governor
The State of Ohio

Director of Public Works
LESSOR

BELCO CRAFTS, INC.
By

LESSEE

WITNESSES:

_________________________
James Hyslop
Retired president of Hanna Coal Company; was instrumental in obtaining funds for needed land for present campus site.

Robert E. Schaefer
President and Publisher of the Chillicothe Gazette; married with three children; graduate of Ohio State University with B.A. degree.

Member of Sunset Club
Member of Rotary
Member of Chillicothe Area Chamber of Commerce
Member of Board of Directors of Ross County Area Industrial Development Fund
Named Chillicothe Citizen of the Year in 1970 by Chillicothe Optimist Club
Listed in Who's Who In The Midwest
Member of all local Masonic bodies and Alladin Shrine in Columbus

A. Jerry Good
President of Pickerington Creamery at Pickerington, Ohio; married with two children; attended Wilmington College.

Past President of Lion's Club
Past president of the Board of Directors Butter Institute and the Ohio Dairy Association
Member of Board of Directors of American Dry Milk Institute

Edward L. Glockner
Married with three children; graduate of Xavier University - Class of '48, B.S.B.A., major in accounting.

President and Operating Officer of:
The Glockner Chevrolet Company
The Glockner Supply Company
The Portsmouth Company
Quality Cars and Truck Leasing Company
J.A.M.S. Corporation
Multi-Channel TV Cable Company

Partnership with John Berndt and Glockner Investment Company
Member of Board of Directors Reeves Telecom Corporation
President of Portsmouth Catholic School Board
Board Member of Diocese of Columbus School Board
Chairman Scioto County Democrat Party
Member of Board Portsmouth Area Chamber of Commerce
Member of Mercy Hospital Advisory Board
Member Airport Advisory Committee
Wilson H. Cole

Consultant for International Department of Racine Hydraulics; married with one child; graduate of Ohio University, College of Commerce; former vice president and plant manager with Racine Hydraulic.

Member of the Board of William Shinnick Education Fund
Trustee of Bethesda Hospital
Member of Rotary Club
Past director of Fluid Power Association
OHIO UNIVERSITY
Inter-Office Communication

DATE February 19, 1973

TO Ohio University Board of Trustees

FROM J. F. Miller, Vice President and Treasurer

SUBJECT Convocation Center Financing

Our Convocation Center Notes in the amount of $6,125,000 mature May 17, 1973. Based on the present estimates of cost and our current budget, attached as Exhibit I, we will be able to retire $150,000 making the new principal amount $5,975,000.

Our options as in previous years are to either issue long term bonds or reissue one year notes. It is my recommendation based upon the current interest rate differential, that short term one year notes should be issued. See Exhibit II for analysis.

At the Board of Trustees' meeting on March 8, I will present for your consideration a resolution presently being developed by Squire, Sanders & Dempsey to authorize the issuance of one year notes on a competitive bid basis.

JFM:ppk
Attachments

* 1973-61
### EXHIBIT I

**Convocation Center Notes 1972-73**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Principal</td>
<td>$6,125,000</td>
</tr>
<tr>
<td>Original Budget</td>
<td>$500,000</td>
</tr>
<tr>
<td>Less Reduction</td>
<td>(95,000)</td>
</tr>
<tr>
<td>Less Carryover</td>
<td>(27,717)</td>
</tr>
<tr>
<td>Gross Available</td>
<td>$377,283</td>
</tr>
<tr>
<td>Insurance</td>
<td>(7,334)</td>
</tr>
<tr>
<td>Legal</td>
<td>(11,901)</td>
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<tr>
<td>Interest</td>
<td>(206,362)</td>
</tr>
<tr>
<td>Balance</td>
<td>$151,686</td>
</tr>
<tr>
<td>Debt Retirement</td>
<td>(150,000)</td>
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<tr>
<td>Reserve</td>
<td>$1,686</td>
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</tbody>
</table>

**New Principal** $5,975,000
### EXHIBIT II

Convocation Center Financing Alternatives 1973-74

#### Long Term Bonds - 30 years

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Principal</td>
<td>$5,975,000</td>
</tr>
<tr>
<td>Rate 5 3/4%</td>
<td></td>
</tr>
<tr>
<td>P &amp; I ($70.42/000)</td>
<td>$420,759*</td>
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<tr>
<td>Reserve at 25%</td>
<td>105,189</td>
</tr>
<tr>
<td>Total Debt Service</td>
<td>$525,948</td>
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<tr>
<td>Budget</td>
<td>500,000</td>
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<tr>
<td>Additional Budget Need</td>
<td>$25,948</td>
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</table>

#### Short Term Notes

<table>
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<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>Principal</td>
<td>$5,975,000</td>
</tr>
<tr>
<td>Interest Rate 3 3/4%</td>
<td></td>
</tr>
<tr>
<td>Interest Cost</td>
<td>$224,000</td>
</tr>
<tr>
<td>Legal and Other</td>
<td>20,000</td>
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<tr>
<td>Total Cost</td>
<td>$244,000</td>
</tr>
<tr>
<td>Budget</td>
<td>500,000</td>
</tr>
<tr>
<td>Available for Retirement of Principal</td>
<td>$256,000*</td>
</tr>
</tbody>
</table>

*Retirement of Principal approximately $77,000 on Long Term basis vs $256,000 on Short Term basis.
OHIO UNIVERSITY
INTER-OFFICE COMMUNICATION

DATE: December 12, 1972
TO: Claude R. Sowle, President
FROM: Taylor Culbert, Executive Vice President and Dean of Faculties
SUBJECT: Proposed Change in the Constitution of the Faculty Senate

The attached memo from Dr. Sanford indicates that the Senate has completed action on a proposed change in its Constitution—original passage of the change by the Senate itself, submission to the full faculty, and approval by a majority vote of the faculty voting.

The proposed change, i.e., deletion of Article 3, Part 2, is necessary in order to avoid a contradiction between the Constitution and the Bylaws. The Bylaws represent the actual procedures that are used and that work effectively.

I recommend approval of this change and, if you approve, transmittal of the Constitutional change to the Board of Trustees for their action. (Constitutional changes for the Faculty Senate call for approval by the Board of Trustees.)

I append a copy of the portion of the Constitution to be deleted (p. 20, passage marked) and a copy of the portion of the Bylaws (p. 23, passage marked) that is in conflict.

TC: ljs
Attachments 3

cc: Edward Sanford, Chairman, Faculty Senate
Edward Penson, Vice President for Academic Services
Beaumont Davison, Vice President for Regional Higher Education

APPROVED/DISAPPROVED

* For submission to the Board at its first meeting in 1973.

Claude R. Sowle, President

Date: 12/12/72

[Signature]

[Note: This copy was not clear on 11/17/72.]

1117-0-1
OHIO UNIVERSITY
INTER-OFFICE COMMUNICATION

DATE March 2, 1973

TO Members of the University Budget Committee

FROM Claude R. Sowle

SUBJECT 1973-74 Budget

On February 15, your Chairman submitted to me the minutes of your meeting held on February 12. According to the minutes, the Committee, at the conclusion of nearly a full day of discussion, unanimously agreed that it should "accept the general thrust of the tentative control totals presented at the Open Budget Hearings and that they be recommended to the President." (For record purposes, the minutes of your February 12 meeting accompany this memorandum as Attachment #1.)

Following a detailed analysis of the information, both written and oral, presented at the Open Hearings on February 7, 8, 9, and 10, I find myself in general agreement with your basic recommendation, subject to the following alterations, conditions, and observations:

I.

(a) I have added $10,000 to the control total for the Honors College. This supplementary funding will permit additional faculty participation in the recently established, very promising Honors-Tutorial Program, thus making it possible for the University to admit an increased number of students into the Program. This additional support is made available with the understanding that the currently existing high standards for admission to this demanding Program will be maintained.

(b) I have added $500 to the control total for the Office of the Assistant to the President for Equal Opportunity Programs. This supplementary funding is to be used for non-personnel expenditures such as travel, supplies, and information and communication. The initial sum of $500 allocated for these purposes would not permit that Office to perform adequately its assigned mission.

(c) I have added $7,500 to the control total for the School of Theater earmarked for support of the Monomoy Theater. The 1973-74 allocation recommended for Monomoy ($7,560) raised serious questions as to whether this valuable program could remain operative. The revised allocation, although substantially below the 1972-73 level of University support, will permit the Theater to continue its historic service to the University.
The allocations described above total $18,000. They will be funded by reducing the University's operating reserve for 1973-74 from $349,320 to $331,320. In my memorandum of December 5, 1972, establishing tentative control totals for 1973-74, I noted that I was able to increase the reserve from the recommended level of $300,000 to $349,320 due to savings occasioned by reorganization. I also stated at that time that it might be found desirable, at the conclusion of the Open Hearings, to regard some portion of this $49,320 increase as a "pool" available for modest alterations in tentative control totals. I have, as indicated above, utilized a portion of the increase for such purposes.

II.

I have directed the Executive Vice President and Dean of Faculties to maintain, within the resources available to him, a level of study abroad programming for 1973-74 consistent with demand for such opportunities and the maintenance of academic standards.

III.

After careful study, I am satisfied that the proposed new configuration of the Office of International Student Advisor will result in enhanced service to our foreign students, whose presence here is prized and whose special needs are fully recognized. (In this connection, see the detailed comments of Dean J. Norman Parmer, which accompany this memorandum as Attachment #2.)

IV.

I share with the Committee and others their concerns with respect to the diminished acquisition resources of the Library for 1973-74. Should evolving income and expense patterns make additional, unallocated funds available at any time during the forthcoming fiscal year, the acquisitions portion of the Library budget immediately will become a prime contender for augmented support.

* * *

On March 8, 1973, I shall recommend to the Board of Trustees a University Budget for 1973-74 reflecting the views I have set forth above.

Attachments (2)
Chairman Milar opened the meeting by stating that the Committee should comment on reports previously submitted to the Committee.

1. Free Ticket Distribution Practices. Dr. Culbert moved THAT WE ACKNOWLEDGE RECEIPT OF THE REPORT AND THAT WE ALSO EXPRESS A DESIRE TO HAVE THE CONTROLLER'S OFFICE MONITOR CHANGE AND INFORM THE COMMITTEE IF THERE ARE ANY VAST CHANGES. Seconded by E. Penson. Motion carried.

2. I.C.A. Business Practices. Dr. Sanford moved THAT WE ACCEPT THE REPORT. Seconded by Dr. Bryant. Motion carried.

3. Ohio University Press. Dr. Culbert moved THAT WE ACKNOWLEDGE RECEIPT OF THE REPORT. Seconded by Mr. Hecht. Motion passed. Dr. Elsbree noted that the minutes should reflect the fact that the possibility of combining with other presses had been discussed and perhaps this should be an amendment to the recommendation. Kent State is taking initiative in getting this going. Dr. Culbert noted that the impact of the reduction in subsidy as called for in the proposed 1973-74 budget on the number of volumes brought out each year will not be changed greatly, but the staffing level would be down, thus reducing promotional activities, etc.


5. Telecommunications. Dr. Davison moved that WE ACKNOWLEDGE RECEIPT OF THE REPORT ON TELECOMMUNICATIONS AND FURTHER NOTE THAT THE BUDGET AND ORIGINAL RECOMMENDATION ARE INCORPORATED IN THE CURRENT BUDGET PLAN. Seconded by C. Stewart. Motion adopted.

6. Direct Charges. Culp moved THAT WE ACCEPT THE REPORT AND REQUEST THAT THE SENIOR ADMINISTRATOR INVOLVED IN THE DIFFERENT OPERATIONS LOOK AT THAT PORTION OF THE REPORT TO SEE IF IT IS POSSIBLE TO DIRECT CHARGE FOR 74-75. Seconded by Stewart. Motion passed.
Budget Procedures:


Stewart moved THAT THE U.B.C. SET UP A SUBCOMMITTEE TO STUDY THE VARIOUS PRINCIPLES AND ISSUES OF THE BUDGET CONSTRUCTION PROCESS, TO MEET FAIRLY SOON, AND TO COME UP WITH A STATEMENT BEFORE THE GROUP MEETS WITH THE PRESIDENT. Seconded by Friedman. Motion passed. By consensus of the group, it was determined the Subcommittee will commence work the first week of the spring quarter.

It was further noted revisions should be made to the B-4 form in the Student F.T.E. section and in the Part-time Faculty section to eliminate confusion.

Dr. Davison distributed a memo (February 12, attached) re: the establishment of a rotary account for the Extension Division and Regional Campuses.

Dr. Culbert moved TO ADOPT THE RECOMMENDATION IN THE MEMO AND TO PROCEED AFTER DETAILS ARE PROVIDED THROUGH THE SENIOR ADMINISTRATORS AND THE PRESIDENT. Seconded by Penson. The motion was adopted.

There was some discussion concerning an increase above the 3.5% for personnel salaries in Mr. Hecht's area. The Chairman ruled that the U.B.C. should not take action on this.

There was also discussion as to whether or not hockey could be maintained as an intercollegiate athletic sport if admission were to be charged.

E. Penson moved TO UPHOLD J. MILAR'S DECISION THAT HOCKEY BE A CLUB SPORT AND THAT THE SPENDING LEVEL OF I.C.A. REMAIN UNCHANGED. Seconded by Bryant. (Dr. Penson then asked to have his motion withdrawn.) Mr. Milar asked that the minutes show that the question was raised.

The Chairman then suggested that the Committee address itself to the actions re: the 1973-74 budget control totals. The following were items discussed:

1. Studies Abroad Program. Dr. Culbert stated that he was convinced that it would be possible to have Studies Abroad Programs through other mechanisms with aid from other areas. During the discussion it was pointed out that the pre-requisites of students in this program should be evaluated.
A motion was made by E. Sanford THAT THE CONTROL TOTAL SHOULD NOT BE MODIFIED TO ACCOMMODATE THE PROGRAMS. The motion was seconded by Culp and was passed.

2. Foreign Student Advisor (change from full-time to part-time). Dr. Culbert moved THAT WE ASK INTERNATIONAL STUDIES TO SEE TO IT THAT THE QUALITY AND LEVEL OF ADVISORY SERVICES RENDERED BY THAT OFFICE AND THE REST OF THE UNIVERSITY NOT BE REDUCED FROM THE POINT FROM WHICH THEY HAVE BEEN. Seconded by Penson. The motion passed - 11 for, 3 against, 0 abstentions.

The meeting was adjourned at 12:05 P.M. and resumed at 1:30 P.M.


4. Telecommunications. The control total for this area was discussed. Mr. Miler suggested that two budget presentations, similar to auxiliaries, be made for those areas with rotaries and grant income.

Sanford moved THAT THE STUDY OF TELECOMMUNICATIONS CONTINUE WITH THE VIEW OF REDUCING OPERATING SUPPORT AND TO DEVELOP MORE PRECISE OPERATING COSTS WITHIN THE VARIOUS PROGRAM ELEMENTS CONTAINED IN THAT BUDGET UNIT. Seconded by Duffy. Motion carried - 12 for, 2 abstentions.


Priorities for additional funding were discussed if additional funding should become available.

Dr. Culbert moved THAT THE U.B.C., IN CONSIDERING THE ALLOCATION OF ANY ADDITIONAL FUNDS THAT MIGHT BE RECEIVED BEYOND THE $43,127,000, OR ANY SAVINGS WITHIN THE 1973-74 BUDGET THAT CAN BE EFFECTED, OR IF THERE ARE SURPLUS FUNDS AT THE END OF THE 1972-73 YEAR, EXPRESS CONCERN OVER:

1. THE NEED FOR FUNDING OF THE SECOND YEAR OF THE BIENNIAL.
3. THE SHARP REDUCTION IN THE ACQUISITION LEVEL IN THE LIBRARY.

4. THE AVAILABILITY, OUT OF OPERATING FUNDS, FOR THE MENTAL HEALTH TECHNOLOGY PROGRAM.

The motion was seconded by C. Duffy. Motion passed - 13 for, 1 against (Culp), 0 abstentions. Appended is Mr. Culp's explanation of his nay vote.

The meeting was adjourned at 3:15 P.M.


[Signature]
Gloria McIntosh
OHIO UNIVERSITY
INTER-OFFICE COMMUNICATION

DATE February 13, 1973

TO Mr. John F. Milar, Chairman, University Budget Committee

FROM Wm. Charles Culp

SUBJECT MINORITY REPORT

Please accept this as a minority report and an explanation of the negative vote which I registered to Dr. Culbert's motion which was passed by a vote of 13-1. My understanding of the motion was that the U.B.C. was expressing concern over the following items, if we were to receive additional income beyond the $43,127,000 budgeted, through savings within the $43,127,000 expense budget, and/or through 1972-73 surplus funds:

1. Concern about the need for additional funds to meet expenses in the second year of the biennium.

2. Concern about the size of the operating reserve for 1973-74.

3. Concern about the sharp reductions in the acquisition level in the Library.

4. Concern about the availability of operating funds for the Mental Health Technology program.

I would have voted in the affirmative had the motion been limited to the first two items listed. I could not vote, however, for establishing the third and fourth items as the two highest priority program needs of the institution if additional funds are available.

With respect to the acquisition of library books, the Academic area, in my opinion, did not treat the acquisition of library books as a priority item and should not, therefore, expect the remainder of the University to do so when and if additional funds become available. As a matter of fact, it might be stated that the acquisition of books was treated as a low priority item.
When President Sowle acted upon the recommendations of the U.B.C. concerning tentative control totals for 1973-74, he set the Vice President and Dean of Faculties' control total at $23,811,998. This amount included the Library budget and amounted to a 5.4 per cent reduction to the 1972-73 base budget for all of the units included in his area. I should add that this was a 5.4 per cent reduction to the budgets as they stood before the November, 1972, budget recommendations.

Contrasted with the 5.4 per cent that the Vice President and Dean of Faculties received for his entire area (Library included), the Library budget for 1973-74 showed a reduction of $285,393 from $1,966,431 in 1972-73 to $1,681,038 for 1973-74. This amounts to a reduction of 14.5 per cent!

Somewhere along the line conscious decisions were made to reduce the Library budget to solve other higher priority items in areas which are under the responsibility of the Executive Vice President and Dean of Faculties. I do not question such transfers as I am in no position to determine what the priorities are within the Academic area; but I do object to a situation being created wherein the acquisition of books is given less than high priority in the Academic area, and then having it placed as the highest priority item in the University.

With respect to the funds for the Mental Health Technology program, it may well be the highest priority item for additional funds. Before I am willing to label it as such, however, I would want time to review and discuss all other requests that had been made for additional funds. The U.B.C. did not discuss the many requests that had been made for additional funds.

Having said the above, the University probably won't receive enough additional funds to pay for the cost of this paper.

WCC: nsa

xc: Members, University Budget Committee
OHIO UNIVERSITY
INTER-OFFICE COMMUNICATION

DATE: February 19, 1973

TO: Claude R. Sowle, President

FROM: J. Norman Parmer, Asst. Dean of Faculties for International Studies

SUBJECT: International Student Advisor Position

In response to your inquiry concerning the Office of International Student Advisor as proposed in my budget plan for 1973-74, please note the following:

1. The qualifications for the position will be considerably enhanced. We will expect that the individual have spent not less than two years in residence in an Asian, African, or Latin American country and be capable of speaking and reading at least one Asian, African, or Latin American language.

2. The sum allocated for the individual's salary is being increased by approximately 25% over 1972-73.

3. Scholarship and assistantship funds for both undergraduate and graduate international students are not being cut in any general or significant way. Indeed, our best information at this time is that financial support for international students in 1973-74 will be at approximately the same level as 1972-73.

4. As a replacement for the half-time assistant to the International Student Advisor, we anticipate assigning a graduate student in the Master of Arts in International Affairs program who will have a career interest in gaining knowledge and experience of persons from African, Asia, or Latin America. This graduate assistant may very well already have had some foreign cultural experience and a knowledge of a relevant foreign language.

5. Secretarial support for the office, while budgeted as a half-time position, will be sufficient. The office will be open and the secretary available every day the University is open.
6. The advising responsibility is not being downgraded. In posting the job and in other advertisements and communications with respect to our recruiting efforts, we intend to list the counseling and advising functions ahead of the teaching functions and otherwise conduct ourselves in such a manner as to emphasize the importance of the advising responsibilities.

7. We anticipate the appointment of a selection committee, and representatives of the international students will be invited to be members of that committee.

8. We also intend to inform the National Association of Foreign Student Advisors of the position and avail ourselves of any recruiting services they have.

9. Foster Hall (Building #4 on the South Green) is the "International House" this year; and to the best of my knowledge, we will be able to keep this building in 1973-74 and subsequent years. While this international dorm falls short of the international students' full wishes, i.e., it does not have separate dining facilities and meeting rooms are not adequate, it is at least a demonstration of the University's good faith in trying to meet their interests. Incidentally, the mix in Foster Hall is 50% U. S. and 50% foreign students.

10. International students have always made extensive use of the various student services provided by Ohio University. Those services will be maintained. The role of the International Student Advisor has been that of honest broker, coordinator extraordinary and foreign student ombudsman.

J. Norman Parmer
TO Claude R. Sowle, President
FROM Taylor Culbert, Executive Vice President and Dean of Faculties
SUBJECT Proposed Salary Schedule for 1973-74

DATE January 19, 1973

I propose these minima and maxima for academic year salaries for the main campus and regional campuses for the 1973-74 fiscal year. I forward the schedule to you for your approval and for transmission to the Board of Trustees for their approval.

<table>
<thead>
<tr>
<th></th>
<th>Min.</th>
<th>Max.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Professor</td>
<td>$14,500</td>
<td>$34,000</td>
</tr>
<tr>
<td>Associate</td>
<td>12,500</td>
<td>21,700</td>
</tr>
<tr>
<td>Assistant</td>
<td>9,500</td>
<td>17,700</td>
</tr>
<tr>
<td>Instructor</td>
<td>6,500</td>
<td>16,000</td>
</tr>
<tr>
<td>Lecturer</td>
<td>7,500</td>
<td>19,000</td>
</tr>
</tbody>
</table>

For convenience in comparisons I append the corresponding figures in effect for the 1972-73 year.

<table>
<thead>
<tr>
<th></th>
<th>Min.</th>
<th>Max.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Professor</td>
<td>$14,000</td>
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</tr>
<tr>
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<td>6,000</td>
<td>16,000</td>
</tr>
<tr>
<td>Lecturer</td>
<td>7,000</td>
<td>19,000</td>
</tr>
</tbody>
</table>

TC/ljl

cc: Beaumont Davison, Vice President for Regional Higher Education
    Robert Mahn, Secretary to the University.
Mr. Baxter continued his comments by stating that, as a side issue, his Committee [Committee on Budget, Finance and Physical Plant] took cognizance of intercollegiate athletics as an integral part of the University's program and of the need to uphold its position to compete effectively in the Mid-American Conference. There was disappointment at the lack of interlock of the Athletics and Health, Physical Education and Recreation staffs. He asked Mrs. Phillips to comment on this concern.

Mrs. Phillips read a statement which had the endorsement of the ICA Subcommittee, and which Mr. Baxter said fairly represented the views of members of the Budget, Finance and Physical Plant Committee on what we should attempt to accomplish. Interlock, stated Mr. Baxter, occurs at other universities, and it is hoped that it will be considered here.

Members registered no objections to the statement which Mrs. Phillips had read. The statement follows:

RESOLVED that the Subcommittee on Intercollegiate Athletics strongly endorses the program outlined for Intercollegiate Athletics and further agrees with a future change in mode toward greater utilization of effort in teaching and other activities. The Committee further trusts that greater teaching effort on the part of the coaching staff will be implemented as promptly as possible.
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The attached materials have been prepared as background for our discussion on Friday, March 30 at 2:30 p.m. Please bring them with you.

SG: gym
Attachment

Taylor Culbert, Executive Vice President and Dean of Faculties
John Milar, Vice President and Treasurer
William Rohr, Director, Intercollegiate Athletics
James Lavery, Director, School of Health, Physical Education and Recreation
## ATTACHMENTS

<table>
<thead>
<tr>
<th>Page</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>HPER Organizational Chart describing the program structure, professional staffing assignments, enrollment statistics and budgetary allocations</td>
</tr>
<tr>
<td>2</td>
<td>Memorandum from Robert Mahn, excerpt from the minutes of the Board of Trustees of Ohio University, meeting of March 8, 1973, (discussion of prepared budget for 1973-74)</td>
</tr>
<tr>
<td>3</td>
<td>Analysis of HPER 1973-74 budget allocations not presently committed to the support of tenured teaching faculty</td>
</tr>
<tr>
<td>4</td>
<td>Report of survey seeking information about the organization of schools of HPER and Intercollegiate Athletics Programs at selected other universities</td>
</tr>
<tr>
<td>5</td>
<td>Samples of typical employment listings of schools seeking new and/or replacement professional staff in HPER</td>
</tr>
<tr>
<td>6</td>
<td>Description of the practice of hiring intercollegiate athletic personnel to teach the HPER coaching courses and an explanation of the proposed arrangement for offering these courses during 1973-74</td>
</tr>
<tr>
<td>7</td>
<td>Listing of HPER faculty who have expertise in coaching various sports</td>
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## Education and Recreation

### Graduate Studies
- Elective Physical Activity Program
- Intramurals
- Campus Recreation
- Pro-Shop

<table>
<thead>
<tr>
<th>Program</th>
<th>Intramurals</th>
<th>Campus Recreation</th>
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<tr>
<td><strong>Enrollment</strong></td>
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<td></td>
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<tr>
<td>Participants</td>
<td>Avg. Cost</td>
<td>SALARIES</td>
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<td>1971</td>
<td>10,192</td>
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<td>1972</td>
<td>6,487</td>
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<td>1973</td>
<td>6,703</td>
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<td>1974</td>
<td>6,503</td>
<td>4.12</td>
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<tr>
<td>1975</td>
<td>6,269</td>
<td>5.52</td>
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</table>
### P.E. Men
- Courses for State Teach. Certification
- Prof. Prop.
  - Mr. Wilkinson
  - Mr. Cook*
  - Mr. Schleicher
  - Mr. Stonlund
  - Mr. Woolison
  - Mr. Gilmore**
  (part-time)

### P.E. Coeducation
- Courses for State Teach. Certification
- Prof. Prop.
  - Dr. Schmidt*
  - Miss Brown
  - Miss Cole*
  - Miss King
  - Miss Simon
  - Miss Kappes

### P.E. Women
- Courses for State Teach. Certification
- Prof. Prop.
  - Dr. Schmidt*
  - Miss Brown
  - Miss Cole*
  - Miss King
  - Miss Simon
  - Miss Westfall*

### Health Education
- Courses for State Teach. Certification
- Prof. Prop.
  - Prof. Prep.
  - Majors in Fr., Educ., Care:
  - Admin.

### Recreation
- Majors in Therapy, Outd., Care.

---

### Elective Physical Education

<table>
<thead>
<tr>
<th>Year</th>
<th>Salaries</th>
<th>Benefits</th>
<th>C.S.</th>
<th>Supplies-Dep.</th>
<th>Summer</th>
<th>Total</th>
<th>Participants</th>
<th>Avg. Cost</th>
<th>Weighted Credit Hour</th>
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<tbody>
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<td>69-70</td>
<td>$221,581</td>
<td>$29,838</td>
<td>$17,743</td>
<td>$1,774</td>
<td>$31,000</td>
<td>$321,277</td>
<td>5,089</td>
<td>$12.09</td>
<td>26,564</td>
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<td>70-71</td>
<td>247,974</td>
<td>35,699</td>
<td>18,950</td>
<td>1,895</td>
<td>3,050</td>
<td>13,850</td>
<td>322,178</td>
<td>6,586</td>
<td>10.27</td>
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<tr>
<td>71-72</td>
<td>255,352</td>
<td>37,092</td>
<td>19,677</td>
<td>2,247</td>
<td>3,850</td>
<td>13,850</td>
<td>331,696</td>
<td>5,883</td>
<td>10.20</td>
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<td>72-73</td>
<td>259,055</td>
<td>35,007</td>
<td>22,048</td>
<td>2,071</td>
<td>3,850</td>
<td>13,850</td>
<td>336,138</td>
<td>6,032##</td>
<td>12.49</td>
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<tr>
<td>73-74</td>
<td>259,055</td>
<td>34,072</td>
<td>22,048</td>
<td>2,029</td>
<td>3,850</td>
<td>15,620</td>
<td>335,571</td>
<td>5,857##</td>
<td>12.49</td>
</tr>
</tbody>
</table>

- Italic indicates Coordinators.
- *Non-tenured
- **Non-Faculty status

---

Note: # I.C.A. Personnel (Part-time)
Mr. Baxter continued his comments by stating that, as a side issue, his Committee (Committee on Budget, Finance and Physical Plant) took cognizance of intercollegiate athletics as an integral part of the University's program and of the need to uphold its position to compete effectively in the Mid-American Conference. There was disappointment at the lack of interlock of the Athletics and Health, Physical Education and Recreation staffs. He asked Mrs. Phillips to comment on this concern.

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SCHOOL OF H.P.E.R. -- FINANCIAL VULNERABILITY

NON-TENURED FACULTY

Assoc. Prof.  Dr. Bobbie Schmidt  $ 15,840.00
Ass't. Prof.  Dr. Charles Higgins  14,390.00
Ass't. Prof.  Mr. Tiff Cook  10,839.00
Instructor  Miss Judith Cole  10,719.00
Instructor  Miss Deborah Westfall  9,225.00

NON-FACULTY

Ass't. Intramurals  Mr. William Sells  9,720.00
Pro-Shop Manager  Mr. James Gilmore  2,800.00
P-T Faculty  Mrs. Joan Kappes  3,770.00

PROGRAMS

INTRAMURALS:

Salaries  $12,691.00
Benefits  1,636.00
Student Wages  3,500.00
G.A.'s  2,600.00
Supplies  5,000.00
Benefits  21.00  25,448.00

CAMPUS RECREATION:

Student Wages  5,289.00
Benefits  52.00
Supplies  1,000.00  6,341.00

ELECTIVE ACTIVITY PROGRAM:

Student Wages  5,000.00
G.A.'s  21,667.00
Benefits  160.00  26,827.00

Grand Total  $135,919.00

*Balance of salary from Pro-Shop account.

<table>
<thead>
<tr>
<th>Program</th>
<th>Student Wages</th>
<th>Total Student Hours of Employment Per Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Intramurals</td>
<td>$ 3,500.00</td>
<td>2188</td>
</tr>
<tr>
<td>Campus Recreation</td>
<td>5,289.00</td>
<td>3306</td>
</tr>
<tr>
<td>Elective Activity Program</td>
<td>5,000.00</td>
<td>3125</td>
</tr>
<tr>
<td></td>
<td>$ 13,789.00</td>
<td>8619</td>
</tr>
</tbody>
</table>
A number of Universities were contacted concerning the Organizational make-up of their School of H.P.E.R. or Physical Education and Intercollegiate Athletics. The Universities contacted were assured that their identity would be withheld, although some said this was not necessary. As was expected the institutions vary as to their organization.

A lengthy discussion was held with Dr. John Cooper (permission was received to divulge his identity), past President of the National Association of Health, Physical Education and Recreation on the national trends. Dr. Cooper spent two years in his capacity as President, traveling the country visiting Universities and Colleges, evaluating these Schools or Departments of H.P.E.R.

A definite move in all Big Time Conference -- Big Ten, P.A.C. 8, Southeast Big 8, Southwest, to separate H.P.E.R. and Athletics. In most cases coaches are not placed on the tenure or promotion tract. They are hired to coach and are paid 100% from I.C.A. If, in the event there is some teaching involved, they are paid a stipend and are classified as part-time faculty with no faculty status or tenure possibilities. In the Big Ten, the only University still combined is Michigan where presently a Committee is studying which plan should be followed when separation occurs next year.

The Universities which are separating are those who, because the I.C.A. program is self-supporting, wish to become an autonomous unit associated with the University and not wishing to report through the academic area.

The smaller Conferences in which the I.C.A. program is not self-supporting are finding it difficult to justify their program as a unit associated with the University. Instead they are trying to re-align the program under an academic area.

The Universities listed below are all members of the Mid-American Conference.

UNIVERSITY A

Working agreement between P.E. and I.C.A. Men and Women's programs may unite, however, women are insisting that I.C.A. be dis-associated with H.P.E.R. or all coaches must teach one-half time each quarter.
Football and Basketball coaches, (heads and assistants) salaries paid by I.C.A. All other coaches are 50% P.E. and 50% I.C.A. The coaches must teach one-half of a full academic load every quarter.

Most coaches teach in the required P.E. program. Head coaches teach coaching courses.

Coaches, other than football and basketball, are interviewed by both P.E. and I.C.A.

Tenure situation is touchy, but have been fortunate in that coaches with tenure have either left or could be retained in a different capacity.

UNIVERSITY B

School of H.P.E.R. has recently been developed under which all academic areas plus athletics report to the Dean of the School.

All coaches teach without exception. Most teach in required program but if qualified may be assigned to Professional Preparation classes. Coaches who are hired must be approved by Athletic Director, Chairman of Men's Physical Education and Chairman of the Academic Review Committee. All coaches must have a background in Physical Education.

All coaches were on the academic, tenure, promotion tract. It is apparent that this will not work and are moving towards a non-tenured faculty status for the Basketball and Football coaches (heads and assistants). All other coaches must meet the academic promotion and tenure standards if they wish to remain at that institution.

UNIVERSITY C

Working agreement between Physical Education and I.C.A. All coaches are expected to teach. Primary duties are in the required physical education classes. Some, however, because of their academic training teach in Professional Preparation program. (Have a Ph.D. who coaches and is regarded as best Professor in Graduate Program.)

All coaches are hired through a joint appointment after a joint review and recommendation.

So far, have been able to respect tenure, although it has gotten very difficult. Have turned to many term contracts (hired on a year-to-year basis; no tenure) especially for Assistant Coaches.
Having difficulty justifying I.C.A. outside academic area, may see move to totally combine P.E. and I.C.A.

UNIVERSITY D
Separate programs in H.P.E.R. and Athletics. H.P.E.R. prefers to be on their own, refused to hire one coach because he did not meet academic qualifications and standards.

I.C.A. in serious trouble because of large expenditure of money from general fund. Trying to reunite programs, H.P.E.R. is resisting.

UNIVERSITY E
Recently separated, Coaches who teach are given the title Visiting Lecturer. They are not on the tenure tract and hold no faculty status.

ADDITIONAL ORGANIZATIONAL MAKE-UP

California State Colleges -- Faculty and coaches are hired and paid on the same basis. Coaches must have or be working toward their Doctorate Degree or they are placed on a terminal contract.

Pennsylvania State Teachers Colleges -- Hired as members of the faculty salary commensurate with academic training. All teach full academic loads with little compensation given for coaching duties.

Ohio State -- Football, basketball, track and field coaches are hired and paid by I.C.A. All other coaches are hired by H.P.E.R. under their academic requirements. Ph. D. or no tenure; Coaches time is bought from H.P.E.R.

COMMENTS -- INDIVIDUALS DID NOT WISH TO BE IDENTIFIED

1. Unable to justify athletics outside of an academic area.
2. Athletics must fit under the umbrella of the School of H.P.E.R. if not unable to justify.
3. A separate athletic department is inviting trouble from academic.
4. I.C.A. must realize that this Conference is not big time and re-align their thinking to conform to the basis on which competition on an intercollegiate level was originally justified.
5. Hope my President doesn't find out about your elective activity program. With your system, we could not justify paying coaches to teach as they are not qualified academically in the Professional Preparation program. We very simply would not have justification for their salaries.
The State University of New York at Buffalo is the largest, most comprehensive undergraduate and graduate center of the New York State University system, enrolling 23,152 students in the fall of 1972 (11,430 undergraduates).

Seven faculties provide academic programs - Arts and Letters, Educational Studies, Engineering and Applied Sciences, Health Sciences, Law and Jurisprudence, Natural Sciences and Mathematics, and Social Sciences and Administration.

Construction is in progress on a new 1,200 acre campus in nearby Amherst. The new facilities will support an education complex able to serve approximately 50,000 persons, including students, faculty and staff. Projections are that Amherst will become the main campus by 1977. To date $650,000,000 has been estimated as the cost of new campus construction.

Position Available:
Men's Physical Education-Soccer

Qualifications:
Candidates with doctorate in physical education and five or more years of teaching-coaching experience including at least two years at the college level given preference.

Responsibilities:
Teach activity courses in the Basic Instruction Program and Professional Preparation Courses at the graduate and/or undergraduate levels. Coach Men's Varsity Soccer team.

Rank and Salary:
Based on academic preparation and teaching experience. Ability to conduct research appropriate to a major University a factor. Exceptional "fringe" benefits program, including health insurance, sick leave and choice of excellent retirement plans.

Apply to:
Dr. Harry Fritz
Director, Physical Education, Recreation and Athletics
Office - 305 Clark Hall
State University of New York at Buffalo
Buffalo, New York 14214

State University of New York at Buffalo is an equal opportunity employer.
STATE UNIVERSITY OF NEW YORK  
COLLEGE AT CORTLAND  
CORTLAND, NEW YORK 13045

POSITIONS (TWO): Instructor or Assistant Professor of Physical Education, Department of Physical Education for Men.

QUALIFICATIONS: 1. Rank of Instructor demands a minimum of the Master's degree. For the rank of Assistant Professor the doctorate is desired but a candidate nearing completion of the degree will be considered.
2. Teaching experience in public school and/or college.

DUTIES: 1. Teach in the major and general physical education program.
2. Advise physical education majors.
3. Must be well qualified in at least two of the following:
   a. Teaching of gymnastic classes.
   b. Athletic training.
   c. Assistant football coach.
   d. Assistant basketball coach.

STARTING DATE: August 27, 1973

APPOINTMENT: Two-year term, renewable.

SALARY RANGE: Commensurate with qualifications and experience, within a range of $9,500 to $12,500.

DEPARTMENT: Total undergraduate enrollment in physical education of over 850 majors, including approximately 375 men; Men's Physical Education staff numbers twenty-two. A graduate program is offered through the Master's Degree.

THE COLLEGE: State University College at Cortland, a college of Arts and Sciences, is located in the geographic center of New York State. The city has a population of 20,000, and the college resident student enrollment is approximately 5,500. Projected enrollment for 1975 is 5,800.

CONTACT: Robert J. Weber, Chairman  
Men's Physical Education Department  
State University College  
Cortland, New York 13045

3/73

EQUAL EMPLOYMENT OPPORTUNITY  
AFFIRMATIVE ACTION EMPLOYER
ANNOUNCEMENT of a VACANCY

BEGINNING FALL, 1973

PHYSICAL EDUCATION FOR MEN

QUALIFICATIONS:

Academic:
An earned doctorate or nearing completion of an earned doctorate degree in physical education. Applicants should have formal academic training in the areas of Sociology of Sport and Social-Cultural Aspects of Physical Education and Sports.

Experience:
College or University Teaching preferred

Responsibility:
1. Teaching - Undergraduate and graduate professional courses in Sociological aspects of physical education and sports
2. Supervise and advise graduate research in relevant areas
3. Coaching - Head Wrestling Coach

Deadline for Applications: April 10, 1973

Salary:
Rank and salary to be determined by academic preparation and experience. See reverse side for full salary range.

Professor Irvin Urisa, Chair
Men's Physical Education Department
California State University, Sacramento
6000 J Street, Sacramento, CA 95819
Prior to the Fall Quarter 1969 four courses in the techniques of coaching Baseball, Basketball, Football, Track and Field were required by students in the Physical Education professional preparation program. In the Fall Quarter of 1969 the coaching courses were expanded to eleven due primarily to increase the course selection possibilities and also to meet the requirements for a minor area of concentration in Athletic Coaching.

Since the initiation of these courses the State Board of Education rejected the proposed Athletic Coaching minor and in 1970, effective Fall Quarter 1971, removed the 10-hour coaching course requirements for certification. The enrollments in those courses have dropped considerably since the requirement was removed. In order to maintain the enrollments in those classes, students in other disciplines other than within the School of H.P.E.R. were allowed to register for these courses.

It is quite apparent that the original coaching courses, Baseball, Basketball, Football, and Track and Field are maintaining their popularity even though the enrollments have dropped.

### I.C.A. STAFF TEACHING PART-TIME IN SCHOOL OF H.P.E.R.

<table>
<thead>
<tr>
<th></th>
<th>Present</th>
<th>Based on Plan</th>
<th>O.C.A.P. Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>Golf.............. Kermit Blosser</td>
<td>Assoc.Prof.</td>
<td>$1,000.00</td>
<td>$490.00</td>
</tr>
<tr>
<td>Track &amp; Field..... Meade Burnett</td>
<td>Instructor</td>
<td>1,500.00</td>
<td>660.00</td>
</tr>
<tr>
<td>Baseball........... Gerald France</td>
<td>Instructor</td>
<td>1,500.00</td>
<td>660.00</td>
</tr>
<tr>
<td>Swimming........... Fletcher Gilders</td>
<td>Instructor</td>
<td>1,000.00</td>
<td>440.00</td>
</tr>
<tr>
<td>Football........... William Hess</td>
<td>Assoc.Prof.</td>
<td>1,500.00</td>
<td>735.00</td>
</tr>
<tr>
<td>Wrestling........... Harry Houska</td>
<td>Instructor</td>
<td>1,500.00</td>
<td>660.00</td>
</tr>
<tr>
<td>Tennis............. George Kline</td>
<td>Instructor</td>
<td>500.00</td>
<td>110.00</td>
</tr>
<tr>
<td>Basketball......... James Snyder</td>
<td>Assoc.Prof.</td>
<td>1,500.00</td>
<td>735.00</td>
</tr>
<tr>
<td>Trainer............... Charles Vosler</td>
<td>Instructor</td>
<td>2,270.00</td>
<td>2,640.00</td>
</tr>
<tr>
<td>Asst. Trainer...... Gary Lake</td>
<td>Instructor</td>
<td>500.00</td>
<td>660.00</td>
</tr>
</tbody>
</table>

| Variance                           | $12,770.00 | $7,690.00 | $5,080.00 |

At this time when financial restrictions are placed on the School of H.P.E.R. and the enrollment in men's physical education is predicted nationally to decrease, the School's Budget Review Committee
recommended (subsequently approved and accepted by the College of Education Budget Review Committee) a realignment of the coaching courses reflecting student interest plus some built in flexibility. The plan proposed was the following:

<table>
<thead>
<tr>
<th>1973-74</th>
<th>1974-75</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basketball</td>
<td>Baseball</td>
</tr>
<tr>
<td>Football</td>
<td>Track &amp; Field</td>
</tr>
<tr>
<td>Wild Card</td>
<td>Wild Card</td>
</tr>
</tbody>
</table>

The four popular courses would be offered on an alternating yearly plan, with the flexibility of adding another course through the wild card. This would allow the offering of another coaching course or the offering of one of the most popular courses, (Basketball) every quarter. The departments of Botany, History, Zoology, Music, Economics, Chemistry, Government, Sociology and Psychology schedule classes on an alternating yearly plan.

It should also be pointed out that the coaches are considered part-time faculty in the School of H.P.E.R. and, during a period of financial exigency, part-time faculty are usually the first to be released. The stipend paid to the coaches is in excess of their base salary and they should fall under the O.C.A.P. salary scale for on-campus teaching.

The new proposed realignment of the coaching courses takes this into consideration.

Due to the initiation of a minor emphasis in Athletic Training and Physical Therapy, the courses in Athletic Training are scheduled as follows:

<table>
<thead>
<tr>
<th>Fall</th>
<th>Winter</th>
<th>Spring</th>
<th>Summer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beg. Training</td>
<td>Advanced Training</td>
<td>Advanced Training</td>
<td>Advanced Training</td>
</tr>
</tbody>
</table>
## COACHING COURSES BY ENROLLMENT

<table>
<thead>
<tr>
<th>Code</th>
<th>Course</th>
<th>Fall 69-70</th>
<th>Fall 70-71</th>
<th>Fall 71-72</th>
<th>Fall 72-73</th>
</tr>
</thead>
<tbody>
<tr>
<td>HPER 305M</td>
<td>Swimming</td>
<td>27</td>
<td>9</td>
<td>15</td>
<td>12</td>
</tr>
<tr>
<td>316M</td>
<td>Tennis</td>
<td>4</td>
<td>16</td>
<td>14</td>
<td>9</td>
</tr>
<tr>
<td>320M</td>
<td>Wrestling</td>
<td>5</td>
<td>55</td>
<td>22</td>
<td>18</td>
</tr>
<tr>
<td>324M</td>
<td>Soccer</td>
<td>33</td>
<td>48</td>
<td>14</td>
<td>6</td>
</tr>
<tr>
<td>329C</td>
<td>Athletic Training</td>
<td>5</td>
<td>10</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Spring</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Fall</td>
<td>30</td>
<td>28</td>
<td>20</td>
<td>19</td>
</tr>
<tr>
<td></td>
<td>Winter</td>
<td>29</td>
<td>24</td>
<td>16</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Summer</td>
<td>26</td>
<td>26</td>
<td>30</td>
<td></td>
</tr>
<tr>
<td>351M</td>
<td>Golf</td>
<td>22</td>
<td>28</td>
<td>5</td>
<td>15*</td>
</tr>
<tr>
<td>352M</td>
<td>Ice Hockey</td>
<td>15</td>
<td>16</td>
<td>14</td>
<td>9</td>
</tr>
<tr>
<td>353M</td>
<td>Lacrosse</td>
<td>23</td>
<td>18</td>
<td>2</td>
<td>-0-</td>
</tr>
<tr>
<td>365M</td>
<td>Basketball</td>
<td>78</td>
<td>73</td>
<td>57</td>
<td>58</td>
</tr>
<tr>
<td>366M</td>
<td>Baseball</td>
<td>85</td>
<td>67</td>
<td>48</td>
<td>50</td>
</tr>
<tr>
<td>367M</td>
<td>Football</td>
<td>74</td>
<td>73</td>
<td>28</td>
<td>45</td>
</tr>
<tr>
<td>368M</td>
<td>Track &amp; Field</td>
<td>75</td>
<td>62</td>
<td>31</td>
<td>27</td>
</tr>
<tr>
<td>420M</td>
<td>Ad. Athletic Training</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Spring</td>
<td></td>
<td></td>
<td></td>
<td>11</td>
</tr>
<tr>
<td></td>
<td>Winter</td>
<td></td>
<td></td>
<td></td>
<td>18</td>
</tr>
</tbody>
</table>

*Dropped in Fall due to lack of enrollment. Rescheduled in Winter. (15)

## SCHEDULE OF COURSES BY QUARTER

<table>
<thead>
<tr>
<th>Fall</th>
<th>Winter</th>
<th>Spring</th>
<th>Summer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basketball</td>
<td>Football</td>
<td>Soccer</td>
<td>Advanced Training</td>
</tr>
<tr>
<td>Baseball</td>
<td>Swimming</td>
<td>Lacrosse</td>
<td>Advanced Training</td>
</tr>
<tr>
<td>Wrestling</td>
<td>Ice Hockey</td>
<td>Advanced Training</td>
<td></td>
</tr>
<tr>
<td>Tennis</td>
<td>Track and Field</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Golf</td>
<td>Advanced Training</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Beg. Training</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Ohio University
Inter-Office Communication

Date: March 22, 1973

To: Samuel Goldman, Dean, College of Education

From: James A. Lavery, Director, Health, Physical Education and Recreation

Subject: Realignment of Coaching Courses

Currently, understudy in the School of H.P.E.R. by the Department of Physical Education for Men is a realignment of Coaching courses. The plan is generally divided into two areas of concentration:

1. Course required by all students interested in pursuing coaching as part of their professional preparation. This course would be concerned with the overall principles, philosophies, organization and administration of Athletics. It would cover all of those details which are repetitious in the coaching courses as they now exist.

2. The specific strategies for each sport would be concentrated upon during the time limits assigned to each sport.

The required course would be taught every quarter or during the Fall and Winter Quarters. A student must have completed this course prior to his enrollment in any of the coaching courses.

The plan would look something like this:

**FALL QUARTER**

<table>
<thead>
<tr>
<th>Duration</th>
<th>Course</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>10 weeks</td>
<td>Athletics</td>
<td>3 hours</td>
</tr>
<tr>
<td></td>
<td>Principles - Philosophies - Organization Administration</td>
<td>3 hours credit</td>
</tr>
<tr>
<td>4 weeks</td>
<td>Basketball</td>
<td>1 hour</td>
</tr>
<tr>
<td>4 weeks</td>
<td>Baseball</td>
<td>1 hour</td>
</tr>
<tr>
<td>2 weeks</td>
<td>Tennis</td>
<td>1/2 hour</td>
</tr>
</tbody>
</table>

**WINTER QUARTER**

<table>
<thead>
<tr>
<th>Duration</th>
<th>Course</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>10 weeks</td>
<td>Athletics - Principles - Philosophies - Organization Administration</td>
<td>3 hours credit</td>
</tr>
<tr>
<td>4 weeks</td>
<td>Football</td>
<td>1 hour</td>
</tr>
<tr>
<td>4 weeks</td>
<td>Track &amp; Field</td>
<td>1 hour</td>
</tr>
<tr>
<td>2 weeks</td>
<td>Golf</td>
<td>1/2 hour</td>
</tr>
</tbody>
</table>

**SPRING QUARTER**

<table>
<thead>
<tr>
<th>Duration</th>
<th>Course</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>2 weeks</td>
<td>Wrestling</td>
<td>1/2 hour</td>
</tr>
<tr>
<td>2 weeks</td>
<td>Swimming</td>
<td>1/2 hour</td>
</tr>
<tr>
<td>2 weeks</td>
<td>Soccer</td>
<td>1/2 hour</td>
</tr>
<tr>
<td>2 weeks</td>
<td>Lacrosse</td>
<td>1/2 hour</td>
</tr>
</tbody>
</table>
Salaries would be paid on the same basis as is prescribed by the O.C.A.P. Office for on campus teaching.

Faculty holding full-time academic appointments at Ohio University and teaching at own campus.

<table>
<thead>
<tr>
<th>RANK</th>
<th>FOR EACH CREDIT HOUR</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instructor</td>
<td>$220.00</td>
</tr>
<tr>
<td>Assistant Professor</td>
<td>$230.00</td>
</tr>
<tr>
<td>Associate Professor</td>
<td>$245.00</td>
</tr>
<tr>
<td>Professor</td>
<td>$260.00</td>
</tr>
</tbody>
</table>

As this pertains to the present I.C.A. Coaching staff their salaries would be as follows:

<table>
<thead>
<tr>
<th>Sport</th>
<th>Instructor</th>
<th>Assistant Professor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Golf</td>
<td>Kermit Blosser</td>
<td>$122.50</td>
</tr>
<tr>
<td>Track &amp; Field</td>
<td>Meade Burnett</td>
<td>$220.00</td>
</tr>
<tr>
<td>Baseball</td>
<td>Gerald France</td>
<td>$220.00</td>
</tr>
<tr>
<td>Swimming</td>
<td>Fletcher Gilders</td>
<td>$110.00</td>
</tr>
<tr>
<td>Football</td>
<td>William Hess</td>
<td>$245.00</td>
</tr>
<tr>
<td>Wrestling</td>
<td>Harry Houska</td>
<td>$110.00</td>
</tr>
<tr>
<td>Tennis</td>
<td>George Klein</td>
<td>$110.00</td>
</tr>
<tr>
<td>Basketball</td>
<td>James Snyder</td>
<td>$245.00</td>
</tr>
</tbody>
</table>

Present 1973-74 Budget
Salaries: $4,500.00
Benefits: 608.00
Total: $5,108.00

Proposed Budget
Salaries: $1,383.00
Benefits: $187.00
Total: $1,570.00

Variance: $3,538.00

This proposal is concerned only with the coaching classes and not with the classes dealing with Athletic Training.
SCHOOL OF HEALTH, PHYSICAL EDUCATION AND RECREATION

Faculty who have expertise in coaching in various sports.

<table>
<thead>
<tr>
<th>BASEBALL</th>
<th>BASKETBALL</th>
<th>FOOTBALL</th>
<th>GOLF</th>
<th>ICE HOCKEY</th>
<th>SWIMMING &amp; DIVING</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr. Jacoby</td>
<td>Dr. Higgins</td>
<td>Dr. Stewart</td>
<td>Mr. Sells</td>
<td>Mr. Cook</td>
<td>Mr. Wilkinson</td>
</tr>
<tr>
<td>Miss Cole</td>
<td>Mr. Jacoby</td>
<td>Mr. Wilkinson</td>
<td>Miss Simon</td>
<td>Miss King</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>TENNIS</th>
<th>TRACK &amp; FIELD</th>
<th>TRAINING</th>
<th>WRESTLING</th>
</tr>
</thead>
<tbody>
<tr>
<td>Miss Cole</td>
<td>Dr. Lavery</td>
<td>Mr. Schleicher</td>
<td>Mr. Schleicher</td>
</tr>
<tr>
<td></td>
<td>Mr. Dingle</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Mr. Stenlund</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Mr. Gilmore</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SOCCER</th>
<th>LACROSSE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr. Cook</td>
<td>Mr. Cook</td>
</tr>
<tr>
<td>Mr. Gilmore</td>
<td>Miss Brown</td>
</tr>
<tr>
<td>Miss Brown</td>
<td></td>
</tr>
</tbody>
</table>