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BOARD OF TRUSTEES

OHIO UNIVERSITY

Meeting of the Budget, Finance and Physical Plant Committee  
Wednesday, August 21, 1974, 8:30 a.m.  
Athletic Club, Columbus, Ohio

Board members Holzer, Johnson, Kircher, Morris, Phillips and Spencer attended. Committee member Kennedy was unable to attend. Dr. Crewson attended and presentations were made by Charles Culp and John Milar. Robert Hynes was unable to attend due to the hospitalization of his son.

On June 16, 1974, Messrs. Hynes, Culp and Milar presented a proposed 1974-75 operating budget and financial plan for the dormitory system to the Budget, Finance and Physical Plant Committee. At that time, the Board members present expressed concern that the proposed operating reductions might be too severe and that such reductions, if implemented, might cause hardships in service with accompanying unfavorable publicity. The imposition of a limited seconds program was cited as an example. In this regard, the Committee and Mr. Morris directed Messrs. Hynes, Milar and Culp to review the proposed operating reductions with the thought in mind that the University should provide the same level of services for 5300 students in 1974 that it did for 6800 students in 1973. Mr. Milar also described debt service requirements and presented a financial plan which would enable the Auxiliary to meet principle and interest payments in 1974-75, but he further explained that the plan did not provide for meeting various reserve requirements and that it would draw upon existing reserves. The general outline of the financial plan was accepted with the understanding that the numbers would have to be modified to the extent of the revisions made to the operating budget.

Culp referred to the agenda materials for the August 21 meeting of the Board of Trustees and commented on changes which had been made to the 1974-75 operating budget that was originally presented on June 16. With respect to the proposed operating budget, the following comments were made by Culp:

1. The projected 1973-74 year end fund balance of \$671,503 has been increased by \$163,186 to an actual balance of \$834,689.
2. Thirteen (13) residence halls are scheduled to be closed in the fall of 1974 as compared with five (5) in 1973.



3. Three (3) dining halls will be closed as compared to two (2) last year.
4. The dormitory occupancy level in 1972-73 was 8,234 as compared with a projected 5300 in the fall of 1974.
5. Variable room rates and optional meal plans have been implemented for the fall of 1974.
6. The proposed expense budget does not reflect increased costs associated with the recently enacted pay bill for classified employees. The estimated expense is \$210,000.
7. The proposed budget is based on the assumption that thirteen (13) facilities will be closed and on known costs at the time of preparation.
8. A total of \$190,000 has been added to the Food Service Department to maintain the unlimited seconds program.
9. A total of \$36,744 has been added to the Housekeeping Department to ensure previous level of service.
10. A total of \$59,694 has been added for an increase in student wages as a result of federal minimum wage laws.

The Committee agreed to recommend the adoption of the proposed 1974-75 operating budget.

Culp indicated that consideration should be given to a rate increase for room and board during 1974-75, but that the administration was not prepared at this time to make a specific recommendation. He stated that a rate increase recommendation probably would be submitted for consideration at the September meeting of the Board.

Mr. Milar described the 1974-75 financial plan for debt service requirements that had previously been reviewed and accepted by the Committee on June 16 and then commented on a refinancing plan which was described in a memorandum, dated August 16, 1974, to the members of the Board. He explained that the University would be in technical default of current bond indentures in November of 1974 and that the Trustees for the bond holders might file a law suit to force the University to utilize general operating funds to meet debt service requirements. If such a

law suit were successful, it would probably be necessary for the University to abrogate 1974-75 personnel contracts. Under the provisions of the refinancing plan, however, default could be avoided during 1974-75 and 1975-76 and we would have additional time to obtain financial support for the Auxiliary from the Board of Regents and/or the legislature.

Board members expressed numerous concerns about the wisdom of refinancing the current indebtedness and discussed various approaches to the Regents and legislature for financial assistance. No action was taken on the refinancing proposal as Board members desired the counsel of Mr. Kennedy on the question of refinancing. Mr. Milar was directed to discuss the proposal with Mr. Kennedy prior to the September Board meeting, and it was agreed that the full Board should participate in discussions regarding refinancing of the revenue bonds at the September meeting.

The meeting was adjourned at 10:10 a.m.



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Wm. Charles Culp  
VP for Administrative Services

Distribution:

Chairman and Members, Board of Trustees  
Dr. Harry B. Crewson, President  
Mr. Robert A. Mahn, Secretary to the Board of Trustees  
Mr. John F. Milar, Vice President and Treasurer  
Mr. Robert A. Hynes, Director of Residence Services & Auxiliaries

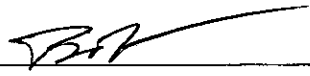
9/20/74

OHIO UNIVERSITY

Inter-Office Communication

DATE August 30, 1974

TO Senior Administrators

FROM Robert E. Mahn, Secretary, Board of Trustees 

SUBJECT August 21, 1974 Board Minutes

Attached for your review is a draft of the August 21 Board minutes.  
You may retain this copy pending release of the official copy.

Please report corrections or suggested changes by note. If  
you have no corrections or suggestions for change, return this letter  
with a note to that effect. Please respond by Thursday, September 12.

REM:ed



OHIO UNIVERSITY  
ATHENS, OHIO 45701

BOARD OF TRUSTEES

September 10, 1974

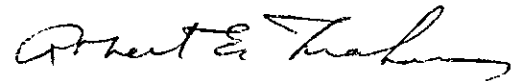
To: Those Listed Below\*

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

Re: August 21, 1974 Minutes

Enclosed for your file is a copy of the minutes of the August 21, 1974 meeting. This draft, which has been approved by Dr. Sowle, Dr. Crewson and the senior administrators, will be presented to the Board for approval at the September 30, 1974 meeting. Notice of approval will be sent soon after that date.

If approval on September 30 is with changes, the changes will be sent for incorporation in the copy.



REM:ed

enc.

\* Chairman and Members of Board  
Dr. Konneker  
President Crewson  
Mr. Mahn  
Senior Administrators  
Archivist  
Resident Auditor

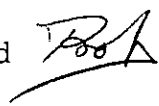
OHIO UNIVERSITY  
ATHENS, OHIO 45701

BOARD OF TRUSTEES

October 1, 1974

To: Those Listed Below

From: Robert E. Mahn, Secretary of the Board



Re: August 21, 1974 Minutes

The August 21 minutes, of which you received a copy on September 10, were approved without change on September 30. A copy of the signature page is enclosed. You may wish to substitute this for the unsigned page.

REM:ed

cc Senior Administrators  
Archivist (2)  
Resident Auditor

Enclosure



MINUTES OF THE MEETING OF  
THE BOARD OF TRUSTEES OF OHIO UNIVERSITY  
10:00 A.M., Wednesday, August 21, 1974  
Athletic Club  
Columbus, Ohio

I. ROLL CALL

The only member unable to be present was Edwin L. Kennedy. Those present were Charles E. Holzer, Jr., Mrs. Dorothy Johns, Fred H. Johnson, J. Grant Keys, William L. Kircher, William R. Morris, Donald A. Spencer and Mrs. J. Wallace Phillips, <sup>Chairman.</sup> This constituted a quorum. Also present were President Claude R. Sowle, President Elect Harry B. Crewson and Secretary Robert E. Mahn.

Wilfred R. Konneker, President of the Ohio University Alumni Association, was unable to attend the meeting. Vice Presidents Bryant, Culp, Hecht and Milar were present.

II. WELCOME TO NEW MEMBERS

Chairman Phillips welcomed the new members, J. Grant Keys and Donald A. Spencer. Mr. Keys was appointed by Governor Gilligan on June 21, 1974, for a term beginning February 22, 1974, and ending at the close of business May 13, 1982, vice Robert B. McAlister, who resigned.

Mr. Spencer was appointed by Governor Gilligan on June 21, 1974, for a term beginning May 14, 1974, and ending at the close of business May 13, 1983, vice C. Paul Stocker, whose term expired.

Copies of the letters of appointment and oaths of office appear as Attachment 1.

III. PRESENTATION OF CERTIFICATE OF APPRECIATION  
TO MR. MORRIS

The Secretary read the citation which was presented to Mr. Morris by the Chairman. In expressing appreciation to the Board for its action, Mr. Morris stated that his tenure as chairman had been enjoyable, provocative and challenging.

The citation appears as Attachment 2.



#### IV. ACTION ON MINUTES OF MAY 20, 1974

Mr. Kircher moved approval of the minutes as distributed. Mr. Morris seconded the motion, which was unanimously approved.

#### V. COMMUNICATIONS, PETITIONS AND MEMORIALS

There were no communications, petitions or memorials.

#### VI. ANNOUNCEMENTS

There were no announcements.

#### VII. UNFINISHED BUSINESS

There was no unfinished business.

#### VIII. NEW BUSINESS

##### A. RESOLUTIONS OF COMMENDATION FOR COACHES JAMES E. SNYDER, FRANK B. RICHEY AND ROBERT WREN

Mr. Morris moved the following resolution:

##### RESOLUTION 1974 - 134

BE IT RESOLVED by the Board of Trustees of Ohio University that it authorize the drafting of appropriate resolutions of commendation to be presented to Coaches James E. Snyder, Frank B. Richey and Robert Wren.

Mr. Keys seconded the motion, which was approved.

Mr. Morris stated that the presentation would occur at an appropriate time in the future.

##### B. CONSIDERATION OF REVISED 1974-75 OPERATING BUDGET AND FINANCIAL PLAN FOR RESIDENCE AND DINING HALL AUXILIARY

Mr. Johnson, Chairman of the Budget, Finance and Physical Plant Committee, reported that the proposal had been studied in depth by his



committee. He moved approval, which Mr. Morris seconded. Approval was unanimous.

#### RESOLUTION 1974 - 135

WHEREAS, the 1973-74 Budget, Finance and Physical Plant Committee of the Board of Trustees of Ohio University reviewed and considered a proposed 1974-75 operating budget and financial plan, dated June 3, for the Residence and Dining Hall Auxiliary on June 16, 1974, and

WHEREAS, the Committee subsequently directed the administration to review the proposed operating budget reductions to make certain the same level of services would be provided to students in 1974-75 as were provided in 1973-74, and

WHEREAS, the Committee accepted the general outline of the financial plan, as shown in Exhibit D, with the understanding that revisions to same would have to be made to reflect adjustments to operating budgets, and

WHEREAS, the 1974-75 Budget, Finance and Physical Plant Committee has subsequently reviewed a revised operating budget and financial plan, dated July 22, and has recommended same to the Board of Trustees,

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees does hereby adopt the operating budget and financial plan for 1974-75 as shown in Exhibits A through D.



AUG 5 1974

OHIO UNIVERSITY  
INTER-OFFICE COMMUNICATIONDATE August 5, 1974TO Chairman and Members of Budget, Finance & Physical Plant Committee  
Chairman and Members of Board of TrusteesFROM Wm. Charles Culp *W.C.C.*SUBJECT 1974-75 OPERATING BUDGET AND FINANCIAL PLAN  
FOR RESIDENCE AND DINING HALL AUXILIARY

On June 16, 1974, a proposed budget and financial plan for the Residence and Dining Hall Auxiliary was presented to the Budget, Finance and Physical Plant Committee for review and consideration. At that time, Board members expressed concern that the proposed operating reductions might be too severe and, therefore, directed Messrs. Hynes, Milar, and Culp to review the proposed operating reductions with the thought in mind that the University should provide the same level of services for 5300 students in 1974-75 that were provided for 6800 students in 1973-74. The general outline of the financial plan for debt service obligations was accepted with the understanding that the numbers would have to be modified to the extent that revisions were made to the operating budget.

In accordance with the instructions of the Committee, a revised operating budget and financial plan is hereby submitted for consideration. The adjustments to the operating budget reflect the budgetary amounts associated with providing the same level of service to residence hall occupants in 1974-75 as was provided in 1973-74. The specific adjustments include \$190,000 to the Food Service Department to maintain the unlimited seconds program and \$36,744 to the Housekeeping Department to ensure the previous standard of service. Student wages were also increased by \$59,694 in the Food Service Department to reflect a recent change in the minimum wage law. No other additions were made to the operating budgets as we believe that we must continue to establish a record of careful management in the interest of attaining all possible economies.

It should also be noted that a change in the ending-fund balance has been made in Exhibits B and D of the attached materials. A 1973-74 ending-fund balance of \$671,503 was projected on June 3, 1974. All accounts have now been closed, and the figure has been increased by \$163,186 to \$834,689.

With respect to Exhibit D, adjustments have been made to reflect the changes that were made to operating budgets and the year-end fund balance. It should be noted that Vice President Milar has been investigating the possibility of refinancing the dormitory revenue bonds of the Auxiliary. He should have his investigation completed before August 21, and it may well be that he will want to recommend a refinancing plan which,

in turn, will alter the financial plan outlined in Exhibit D.

The attached operating budget, dated July 22, 1974, includes all cost increases presently known except for expenses of approximately \$210,000 which are associated with classified pay raises which became effective on August 1, 1974. This increased cost, and methods of meeting the expense, are presently under study; and a recommendation for a room and board rate increase may be submitted to the Board of Trustees for consideration at the September meeting of the Board of Trustees. (See memorandum dated July 29, 1974, from Mr. Robert Hynes on this subject.)

Notwithstanding the possibility of refinancing, the proposed budget and financial plan, as shown in the attached materials, is recommended for consideration by the Budget, Finance and Physical Plant Committee prior to the Board of Trustees meeting on Wednesday, August 21. A proposed resolution for adoption of the budget and financial plan for 1974-75 is attached.

WCC:nsa  
Attachment

xc: Claude R. Sowle, President  
Robert E. Mahn, Secretary to the Board of Trustees  
John E. Milar, Vice President and Treasurer  
Robert A. Hynes, Director, Residence Services and Auxiliaries



RESIDENCE AND DINING HALL  
FINANCIAL PREMISES  
JULY 22, 1974

1. Closed Facilities

1972-73 - Howard Residence Hall (1)

1973-74 - Howard, Scott, Bush, Washington and Crawford Residence Halls (5)  
- Bryan and Shively Dining Halls.

1974-75 - Howard, Scott, Bush, Ryors, Grosvenor, Biddle, Brown, Convocation Center,  
Cady, Brough, True, Atkinson, Dougan, and one-half of Mackinnon Residence  
Halls (13½)  
- Bryan, Shively and Grosvenor Dining Halls.

All financial forecast and budgets reflect these closings.

2. Occupancy Levels - Students

	<u>Fall Quarter</u>	<u>Yearly Average</u>
1972-73	8,234	7,739
1973-74	6,805	6,396
1974-75	5,300	4,982

3. Quarterly Rate Increases or (Decreases)

1972-73	None	
1973-74	\$45.00	(Effective Winter Quarter)
1974-75		
New South Green Single	22.00	
All Other Singles	42.00	
All Quads	(18.00)	(Decrease)

4. Summary of Quarterly Rates

	<u>1972-73</u>	<u>1973-74</u>	<u>1974-75</u>
New South Green Singles	448.00	493.00	515.00
All Other Singles	428.00	473.00	515.00
New South Green Doubles	448.00	493.00	493.00
All Other Doubles	428.00	473.00	473.00
All Quads	428.00	473.00	455.00

The budget for 1974-75 is based on the above rates which include 21 meals per week. Reduction of income caused by selection of alternate meal plans will be offset by a reduction in the cost of raw food.

CURRENT AUXILIARY FUND  
RESIDENCE AND DINING HALL  
FINANCIAL PREMISES, CONTINUED  
JULY 22, 1974

5. Operating Cost Increases

The only cost increases included in the 1974-75 budget are for civil service step, contract salary merit, student minimum wage, and raw food price increases. The price increase on the cost of coal to heat the residence halls will be offset by other utility and maintenance cost reductions due to the closing of facilities.

No cost has been included in 1974-75 for the current proposed legislative pay bill which is estimated to be approximately \$210,000. An attempt will be made to fund this increase through further operating reductions in the proposed 1974-75 budget.

No cost has been included in 1974-75 for union agreement increases.

6. Cost Analysis

The 1974-75 budget is based upon an analysis of prior years actual cost and year to date actual cost as of the end of April 1974, recognizing facilities to be closed, all possible service reductions and the operation of the new Freshman Dormitory Program.

OHIO UNIVERSITY  
RESIDENCE AND DINING HALL  
CURRENT AUXILIARY FUND  
FINANCIAL SUMMARY  
JULY 22, 1974

Exhibit B

550

(Next page is 552)

	1972-73 Actual	1973-74 Approved Budget	1973-74 Current Forecast	1974-75 Tentative budget (Per OH Budget Forms)	Adjustment to 1974-75 Budget (Per Exhibit C)	1974-75 Revised Budget
Income:						
Residence Halls	\$ 6,868,402	\$ 6,845,000	\$ 5,849,220	\$ 5,232,800	\$ (406,452)	\$ 4,826,348
Dining Halls	4,739,175	4,715,400	4,454,078	4,152,500	(317,250)	3,835,250
General Fund Support	145,000	145,000	157,342	139,000	(139,000)	-0-
Total Income	<u>\$11,752,577</u>	<u>\$11,705,400</u>	<u>\$10,460,640</u>	<u>\$ 9,524,300</u>	<u>\$ (862,702)</u>	<u>\$ 8,661,598</u>
Operating Expenditures:						
Residence Life	582,626	585,000	495,584	679,286	(153,575)	545,711
Director of Residence Services	98,053	90,700	80,454	104,380	(24,042)	80,331
Housing Office	111,074	118,600	115,608	132,627	(12,163)	120,464
Phlatory and Sewing Shop	67,546	72,000	67,371	71,380	-0-	71,380
Laundry	123,654	140,000	124,395	133,012	(16,812)	116,200
Housekeeping	1,663,729	1,733,300	1,565,794	1,601,030	(185,000)	1,415,937
Food Service	4,099,497	4,216,800	3,698,880	3,397,732	(210,643)	3,187,089
Direct Maintenance	1,377,189	1,414,903	1,283,533	1,297,940	-0-	1,297,940
Capital Improvements	22,021	102,500	30,566	36,750	-0-	36,750
Other Administrative and Legal	130,433	97,800	58,417	59,400	-0-	59,400
General Fund Allocations	663,080	641,000	648,548	684,795	-0-	684,795
Unemployment Compensation	41,596	86,000	80,795	240,000	-0-	240,000
Total Operating Expenditures	<u>8,980,498</u>	<u>9,304,603</u>	<u>8,249,945</u>	<u>8,438,332</u>	<u>(582,335)</u>	<u>7,855,997</u>
Income Before Debt Service	<u>2,772,079</u>	<u>2,400,797</u>	<u>2,210,695</u>	<u>1,085,968</u>	<u>(280,367)</u>	<u>805,601</u>
Debt Service Requirements:						
Repair and Replacement Reserve	195,675	194,500	192,094	192,000	-0-	192,000
Interest on Interim Notes	154,421	-0-	-0-	-0-	-0-	-0-
Principal and Interest on Bonds	2,550,485	2,840,400	2,834,006	3,000,100	-0-	3,000,100
Debt Service Reserve	158,022	280,000	15,877	155,900	(35,000)	120,900
Total Debt Service Requirements	<u>3,058,603</u>	<u>3,314,900</u>	<u>3,041,977</u>	<u>3,348,000</u>	<u>(35,000)</u>	<u>3,313,000</u>
Income (Deficit)	<u>(286,524)</u>	<u>(914,103)</u>	<u>(831,282)</u>	<u>(2,262,032)</u>	<u>(245,367)</u>	<u>(2,507,399)</u>
Operating Fund Balance	1,952,495	1,665,971	1,665,971	834,689		834,689
Debt Service and Other Adjustments See Exhibit D	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>		<u>1,672,710</u>
Operating Fund Balance (Deficit)	<u>\$ 1,665,971</u>	<u>\$ 751,868</u>	<u>834,689</u>	<u>\$ (1,427,343)</u>		<u>-0-</u>

CURRENT AUXILIARY FUND  
ADJUSTMENTS TO 1974-75 BUDGET

I. Income Reductions:

A. Regular Quarter Room Reduction - (500 Student Reduction - from 5,800 down to 5,300)	\$ 406,452
B. Regular Quarter Board Reduction (500 Student Reduction - from 5,800 down to 5,300)	317,250
C. General Fund Support - (Will Be Appropriated Direct to the General Receipts Bond Sinking Fund)	<u>139,000</u>
Total Income Reduction	<u>\$ 862,702</u>

II. Operating Expenditure Reductions:

A. Residence Life Reductions:

Payroll:

Administrative Salaries - 3 Assistant Green Coordinators, 1 Assistant to the Director of Residence Life and 5 Full Time Resident Directors	60,350
Stipends - 1 Administrative Assistant	1,000
Civil Service Employees - 1 Clerk	7,302
Student Wages - 39 Resident Assistants	<u>45,240</u>

Total Payroll

113,892

Benefits

19,683

Total Residence Life Reductions

133,575

B. Director of Residence Services Reductions:

Payroll:

Administrative Salaries - 1 Assistant to the Director of Residence Services

12,650

Benefits

2,899

Supplies (300's)

500

Travel (400's)

2,000

Information and Communication (500's)

6,000

Total Director of Residence Services Reductions

24,049

C. Housing Office Reductions:

Payroll:

Civil Service Employees - 1 Clerk

7,197

Student Wages

1,000

Total Payroll

8,197

Benefits

1,466

Travel (400's)

500

Information and Communications (500's)

2,000

Total Housing Office Reductions

12,163

RESIDENCE AND DINING HALL  
CURRENT AUXILIARY FUND  
ADJUSTMENTS TO 1974-75 BUDGET, CONTINUED

II. Operating Expenditure Reductions, Continued:

D. Laundry Reductions:

Payroll:

Civil Service Employees - 2 Laundry Workers	\$ 13,938
Benefits	<u>2,874</u>

Total Laundry Reductions	<u>16,812</u>
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E. Housekeeping Reductions:

Payroll:

Civil Service Employees - 1 Executive	
Housekeeper and 25 Housekeepers	160,150
Add Floating Crew of 5 Employees	(30,000)
Benefits	35,906
Supplies (300's)	5,000
Information and Communication (500's) (Resident Room	
Telephones)	9,037
Rental, Maintenance and Repairs (600's)	<u>5,000</u>

Total Housekeeping Reductions	185,093
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F. Food Service Reductions:

Payroll:

Administrative Salaries - 1 Assistant to Director	
of Food Service	\$ 14,710
Civil Service Employees - 2 Clerks, 3 Warehouse	
Workers and 8 Bake Shop Workers	95,600
Student Wage Increase \$1.60 to \$1.90 and \$2.00	(59,694)
Student Wages - Usage of 50 Work-Study Students	<u>49,200</u>
Total Payroll	99,816
Benefits	21,453
Purchase for Resale (Raw Food Cost)	<u>89,374</u>

Total Food Service Reductions	<u>210,643</u>
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Total Operating Expenditure Reductions	<u>\$ 582,335</u>
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III. Debt Service Requirements:

Additional Interest Income on Investments in	
The Housing and Dining Revenue Bond Sinking	
Fund	<u>\$ 35,000</u>

RESIDENCE AND DINING HALL  
FINANCIAL PLAN TO MEET 1974-75  
DEBT SERVICE REQUIREMENTS

	<u>Housing and Dining Revenue Bonds</u>	<u>General Receipts Bonds</u>	<u>Total</u>
Debt Service Requirements:			
Repair and Replacement Reserve	\$ 192,000	\$ -	\$ 192,000
Principal and Interest on Bonds	1,483,700	1,516,400	3,000,100
Debt Service Reserve	<u>(210,000)</u>	<u>330,900</u>	<u>120,900</u>
Total Debt Service Requirements	1,465,700	1,847,300	3,313,000
Less Amount From:			
Residence and Dining Hall Auxiliary Fund:			
Beginning Fund Balance 7/1/74	-	(834,689)	(834,689)
Net Income 1974-75 Before Debt Service	<u>(805,601)</u>	<u>-</u>	<u>(805,601)</u>
Amount of Requirement Still Needed	660,099	1,012,611	1,672,710
Less Debt Service and Other Adjustments:			
Current General Fund - Support that had previously gone to the Auxiliary Fund	-	(139,000)	(139,000)
Usage of the General Receipts Debt Service Reserve (1)	-	(542,711)	(542,711)
Amount not paid to the General Receipts Debt Service Reserve in 1974-75	-	(330,900)	(330,900)
Usage of the Revenue Bond Repair and Replacement Reserve (2)	<u>(660,099)</u>	<u>-</u>	<u>(660,099)</u>
Amount Required	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

Notes: (1) This will leave a Debt Service Reserve balance of approximately \$200,000 and the Trust Agreement requires a minimum balance at this time of \$992,700.

(2) This will leave a Repair and Replacement Reserve Balance of approximately \$300,000. Although no minimum balance is required, the Trust Agreement stipulates that it is to be used for repairs and replacement only.

The Debt Service Reserve balance for the Revenue Bonds will remain at the required amount of approximately \$3,000,000.



OHIO UNIVERSITY  
INTER-OFFICE COMMUNICATION

DATE July 29, 1974

TO Mr. Wm. Charles Culp, Vice President for Administrative Services

FROM Mr. Robert A. Hynes, Director, Residence Services and Auxiliaries

SUBJECT Consideration of a Room and Board Increase

As I discussed with you last week, I believe we ought to give some thought to the possibility of a room and board increase to cover the recently passed legislative pay bill. It is anticipated that the legislation for classified employees will cost the dormitory-dining auxiliary approximately \$210,000. Recognizing our difficult financial position, I believe a rate increase should be studied.

In the review of determining the appropriateness of an increase, the following advantages and disadvantages should be taken into account:

Advantages:

1. The bill as agreed upon is beyond control of the auxiliary and is a state-wide matter. The auxiliary has no funds to meet such a contingency and such costs must be passed on to the user since the auxiliary receives no subsidy monies from the State of Ohio.
2. Since the matter was given such state-wide attention, it could be argued that students currently under room and board contracts would certainly understand this additional expense.
3. Recognizing the financial exigency in the auxiliary, the tenets of good management require that income be increased to offset this additional operating expense. It is possible that both internal and external groups (Faculty Senate, Board of Regents, Ohio General Assembly, and the like) examining the auxiliary would suggest that this would be the only appropriate course of action under the circumstances.
4. The increase required would amount to approximately \$40 per student on an annualized basis. The implementation of the increase could be commensurate with the Winter Quarter with an increase of \$20.00 and an additional \$20.00 for the



Spring Quarter. This rate increase would annualize to the amount of \$60.00 for 1975-76 thus increasing the overall revenue.

Disadvantages:

1. During a period of declining enrollments, the rate could be counter-productive and further cause enrollment reductions.
2. Our current competitive position with other universities is stabilizing and, therefore, a rate increase could cause the potential market to decline.
3. Since our financial problem is of such a magnitude, this added expense is not sufficient to warrant taking a major risk that could reduce our marketability to even a greater extent.

I believe that making these advantages and disadvantages known to the Trustees at their forthcoming meeting is in our best interest but that a definitive recommendation should be withheld at this time.

tl

C. CONSIDERATION OF SALE OF CERTAIN ITEMS  
OF UNIVERSITY-OWNED PROPERTY  
TO THE OHIO UNIVERSITY FUND, INC.

Mr. Johnson moved approval of a resolution to sell to the Ohio University Fund, Inc. certain items of University-owned property. Mrs. Johns seconded the motion, which was unanimously approved.

RESOLUTION 1974 - 136

WHEREAS, The Ohio University Fund, Inc., wishes to purchase certain items of University-owned property; and

WHEREAS, those items to be purchased have been appraised by an independent appraiser, Mr. E. M. Conant of Athens, Ohio, at \$827 as listed in the attached appraisal report;

NOW, THEREFORE, BE IT RESOLVED that these items listed in the attached appraisal report be sold to The Ohio University Fund, Inc., at the appraised price of \$827.

August 9, 1974

Mr. E. M. Conant  
Real Estate and Insurance  
43 Pleasantview Drive  
Athens, Ohio 45701

Dear Mr. Conant:

Per our recent conversation, I am enclosing a list of furniture, located at 29 Park Place, for which Ohio University desires an appraisal of its value.

In making your appraisal, such appraisal should take into consideration the cost of replacing said furniture at today's prices plus allowances for depreciation since date of purchase. The furniture was purchased by Ohio University in September, 1969.

You may inspect the furniture at 29 Park Place at 10 a.m. on Monday, August 12. There will be a representative of the University there to meet you.

Please submit your appraisal and invoice for services to this office. Thank you for your assistance.

Sincerely,



Wm. Charles Culp  
VP for Administrative Services

WCC:nss  
Enclosure



# FURNITURE APPRAISAL

29 Park Place  
Ohio University  
Athens, Ohio

<u>Item Description</u>	<u>Quantity</u>	<u>Total Purchase Cost</u>	<u>Total Appraised Value</u>
1. Glass top coffee table 304, country oak finish. Baxter Crafts.	1	\$ 169.31	\$100.00
2. Sofa bed. 1230 Longboy, arm caps, skirt. Motiff Furnitures Industries. Cover: 11938, scotchguarded, 18½ yds. Patterson Fabrics.	1	461.73	190.00
3. Desk 5125 Moraco brown finish. Sligh-Lowry Furniture Co.	1	164.53	110.00
4. Chair 279-2, arm caps, no skirt. Metropolition Furniture Co. Cover: 11938, scotchguarded, 6½ yds. Patterson Fabrics.	1	240.41	90.00
5. Lamp and Shade C8515/8464 Wilmar Co.	1	41.94	26.00
6. Lamp and Shade C7386B Wilmar Co.	1	37.28	22.00
7. Lamp and Shade F1051 Pol. chrome Koch and Lowry Co.	1	39.03	24.00
8. Lamp Table #368 Finish A. Old Colony Furniture	1	307.56	60.00
9. Chairs #2046 - Finish Country Cherry Cover Statton's #175-24. Statton's Furniture.	2	140.96	80.00



10. Upholstered chair, matches sofa.

Owner unknown, believed to  
be Ohio University property.

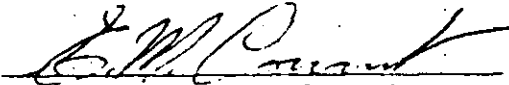
	<u>1</u>	<u>Unknown</u>	<u>125.00</u>
TOTAL	<u>11</u>	<u>\$1,602.75*</u>	<u>\$827.00</u>

\*Amount does not include Item 10.

#### CERTIFICATION

I hereby certify that I have made a personal inspection and investigation of subject property leading to the conclusion set forth as stated above with respect to the appraised value of each item listed.

I further certify that the appraised values are correct to the best of my knowledge, that I have no present not contemplated future interest in the property appraised, and that my fee is not contingent upon the amount of value reported.

  
E. M. Conant, Appraiser.

August 13, 1974  
(date)

D. CONSIDERATION OF DECREASE OF  
PART-TIME FEES FOR THE REGIONAL CAMPUSES

Mr. Kircher moved approval of the resolution to decrease part-time fees for the regional campuses. Mr. Johnson seconded the motion, which was approved.

RESOLUTION 1974 - 137

RESOLVED that Resolution 1974 - 123 be revised to reflect a reduction in Regional Campus undergraduate part-time fees from \$24.00 to \$22.00 per hour, effective with the Fall Quarter 1974-75.

(For your information a copy of Resolution 1974 -- 123, approved on May 20, 1974, is attached.)



OHIO UNIVERSITY  
INTER-OFFICE COMMUNICATION

DATE July 30, 1974

TO Claude R. Sowle, President

FROM James C. Bryant, Acting Vice President for Regional Higher Education

SUBJECT Part-Time Student Fee - Regional Campuses

It is requested that the recent increase in part-time student fees to \$24 per hour be reduced to \$22 per hour for the Regional Campuses. The Senior Administrators recommended approval of this proposal.

Rationale: The primary reason given for increasing the part-time fee was the belief that the part-time student would be encouraged to enroll full-time. This may not apply to the Regional Campuses because most of the part-time students are too far removed from full-time status. According to the Fall 1973 enrollment statistics:

29 % were registered for 5 hours or less

5 % were registered for 6 and 7 hours or less

9 % were registered for 8 and 9 hours or less

57 % were registered for 10 hours and above

We are not only competing for tight dollars with food, housing, transportation expense but are competing also with the technical schools where the part-time fee is \$10 per credit hour.

If the above assumptions are valid the decrease of part-time fees from \$24 - \$22 may positively affect part-time enrollments and hence, University income. While it can be argued that a \$24 fee may increase income (assuming the same number of students attend) for the reason stated above, the demand for courses by part-time students is elastic and probably will be affected negatively by the increase in the cost per hour.

If you approve this proposal, I suggest distribution of your approval as indicated below.

njr

Approved/Disapproved ☒ Approved

Claude R. Sowle  
President

Date 8/5/74

Distribution:

Regional Campus Directors  
Senior Administrators

\* for submission to the Board  
at its 8/24/74 meeting.

Resolution 1974--123

RESOLVED: The following schedule of fees for part-time hours, 1-10 for undergraduates and 1-8 for graduates, and for overload hours, in excess of 18 hours for undergraduates and 16 hours for graduates, be adopted, effective with the Fall Quarter 1974-75.

	<u>Current</u>	<u>Proposed Change</u>		<u>New Rate</u>	
		<u>Part-time Hours</u>	<u>Overload Hours</u>	<u>Part-time</u>	<u>Overl</u>
Undergraduates					
Resident of Ohio					
Main Campus	\$24	\$2	\$(10)	\$26	\$14
Regional Campus	22	2	(10)	24	12
Non-Resident					
Main Campus	\$60	\$6	\$(24)	\$66	\$36
Regional Campus	58	6	(24)	64	34
Graduates*					
Resident of Ohio	\$34	\$ 4	\$( 7)	\$38	\$27
Non-Resident	79	9	(27)	88	52

JFM  
5/9/74

\*The Graduate rates have been changed to reflect the current full-fee charges of \$310 for Ohio residents and \$710 for non-residents, instead of the recommended fees of \$400 and \$800 respectively.

E. CONSIDERATION OF APPOINTMENT OF DR. CLAUDE R. SOWLE  
AS PRESIDENT FOR PERIOD JULY 1, 1974 TO AUGUST 31, 1974,  
PLUS PAYMENT FOR ACCRUED VACATION TIME TO  
EFFECTIVE DATE OF RESIGNATION ON AUGUST 31, 1974

Mr. Kircher moved approval of the following resolution. Mr. Morris seconded the motion, which was unanimously approved.

RESOLUTION 1974 - 138

BE IT RESOLVED that the Board of Trustees hereby formally ratifies its earlier expressed desire that Claude R. Sowle continue his service as President of Ohio University for the period July 1, 1974, to September 1, 1974; that he receive for that period the same salary, expense allowance, and prerequisites of office previously authorized by the Board for the 1973-74 fiscal year; and that, upon completion of his service to the University, Dr. Sowle be compensated for earned but unused vacation, such vacation allowance to be computed in accordance with the provisions of Ohio University Policy and Procedure No. 41.001 (Vacation Policy for 12-Month Administrative Contract Personnel), which Policy and Procedure, although not applicable to the President of the University, should be utilized in this instance in the computation of such allowance.

Chairman Phillips, speaking for the Board, expressed appreciation to the President for his effective leadership and good relations with the Board. She extended best wishes to President and Mrs. Sowle for the future.

President Sowle expressed appreciation for the preceding evening's dinner hosted by the Board. He assured members that his interest in and dedication to the University would continue.

F. CONSIDERATION OF INCORPORATING IN THE MINUTES  
THE CITATION TENDERED PRESIDENT AND MRS. SOWLE ON AUGUST 20

Mr. Johnson moved the resolution, which was seconded by Mr. Morris.  
Approval was unanimous.

RESOLUTION 1974 - 139

BE IT RESOLVED by the Trustees of Ohio University  
that the citation tendered President and Mrs. Sowle by the  
Board on August 20, 1974, be officially entered in the  
minutes of the August 21, 1974, meeting of the Board.

A copy of the citation appears as Attachment 3, *page 582.*

G. CONSIDERATION OF ELECTION OF DR. HARRY B. CREWSON  
AS PRESIDENT FOR THE INTERIM FROM SEPTEMBER 1, 1974, UNTIL  
THE SEARCH COMMITTEE'S EFFORTS RESULT IN THE ELECTION OF A  
PERMANENT PRESIDENT

Mr. Johnson moved approval of the resolution. Mr. Kircher seconded  
the motion, which received unanimous approval.

## RESOLUTION 1974 - 140

BE IT RESOLVED by the Board of Trustees of Ohio University that Harry B. Crewson is elected President for the interim from September 1, 1974, until the Search Committee's efforts result in the Board's election of a permanent president.

BE IT FURTHER RESOLVED that the conditions under which President Crewson will operate are those outlined in a letter from William R. Morris, Chairman, to Dr. Harry B. Crewson, dated June 25, 1974, and that the Guidelines which will prevail in determining relations between the President and the Board for the term of his appointment are those outlined in a letter from Dr. Harry B. Crewson to William R. Morris, Chairman, dated June 25, 1974, copies of which each Board member received with the Agenda for the August 21, 1974 meeting of the Board.

Following approval of the appointment resolution, Mr. Morris moved that the letters referred to in the footnote to Resolution 1974 - 140 be entered in the minutes. He emphasized that both letters would be subject to periodic review. Mr. Johnson seconded the motion, which was approved.

## H. CONSIDERATION OF ADDENDUM TO OFFER OF PRESIDENCY LETTER

Mr. Morris stated that the Offer of Presidency letter did not make specific reference to the usual expense allowance for the President. He moved the following resolution:

## RESOLUTION 1974 - 141

BE IT RESOLVED by the Board of Trustees of Ohio University that the last sentence of Section 7 of the June 25, 1974 letter from William R. Morris, Chairman, Board of Trustees, Ohio University, to Dr. Harry B. Crewson, offering to Dr. Crewson "the Presidency of Ohio University, for the interim from September 1, 1974, until the Search Committee's efforts result in this Board's election of a permanent president" be expanded to read (additions underlined): "In addition to salary, you will be provided an automobile and customary

conveniences while President, and an expense allowance  
of \$1,000.00 per month."

Mr. Johnson seconded the motion, which was approved.

Mrs. J. Wallace Phillips  
2355 Tremont Road  
Columbus, Ohio 43221

Dear Jody:

The enclosed two documents, one addressed to me and the other addressed to Harry Crewson, will makeup the formal arrangement between the Board of Trustees and Harry concerning his term as interim president.

The procedure agreed upon is as follows:

1. Harry's letter sets out the guidelines under which Harry will operate as interim president of the University.
2. My letter will act as the approval of the Board of the guidelines and Harry's acceptance of that situation.

I will offer these for minutes at the next Board meeting.

Regards,

William R. Morris  
Member  
Board of Trustees  
Ohio University

WRM:jc

Enclosures



OHIO UNIVERSITY  
ATHENS, OHIO 45701

BOARD OF TRUSTEES

June 25, 1974

Dr. Harry B. Crewson  
37 Sunset Drive  
Athens, Ohio 45701

Dear Doctor Crewson:

On behalf of the Board of Trustees, I am pleased to offer you the Presidency of Ohio University, for the interim from September 1, 1974, until the "Search" Committee's efforts result in this Board's election of a permanent president.

I anticipate your formal election would occur at the next regularly called meeting of the Board. I believe the following understanding between you and this Board should be memorialized with respect to your selection as 'interim' President:

1. From July 1, 1974, to September 1, 1974, you would serve Ohio University full time as an "Assistant to the Office of the President". The purpose of such service is to assure a smooth transition from Claude R. Sowle's Presidency to yours. Your salary during such period of service would be computed on the basis of your salary as Professor of Economics established for the 1974-75 school year pro-rated.

2. From September 1, 1974, until an indefinite future date, you would serve as President with all the duties, responsibilities and privileges of that office and with the only limitations on your authority those mandated by law, custom and the direction of the Board of Trustees. While not exhaustive in establishing guidelines for your service as President, those set forth in your letter to me under date of June 25, 1974, are illustrative.

3. Your service in this position would otherwise be contingent only upon your satisfactory performance and your prudent exercise of authority.



June 25, 1974

4. When the "Search" Committee completes its task, and a successor President is elected, you would be expected to take whatever action is necessary and appropriate to vacate the Presidency, having in mind, of course, the interest of this Board and the University community in a smooth transition from your stewardship to that of your successor.

5. If the "Search" Committee enjoys early success and the election of a President occurs within a very short time, this Board would expect you to suffer no financial hardship as a result of its prompt action, and your services would be continued as an Assistant to the Office of the President. Such salary continuation would be until September 1, 1975, provided, however, that if the election of a permanent President occurs subsequent to that date, your salary for such services would terminate upon three months notice or at such time as may be negotiated. Such continuation of salary would not include other presidential perquisites.

6. You will, at all times, extend your personal cooperation and assistance as well as that of the University as a whole to the "Search" Committee.

7. Your salary, whether serving as Assistant to the Office of the President, or President, will be \$42,000.00 per year, subject, of course, to routine tax, retirement system and other authorized deductions. In addition to salary, you will be provided an automobile and customary conveniences while President. \*

8. It is anticipated that you and your immediate family will occupy the Campus Presidential Home. Such home will be staffed and open for official social usage pursuant to your direction.

9. While serving as either Assistant to the Office of the President or as President, you shall be on "leave of absence" without pay from your duties as tenured Professor of Economics in the College of Business, Ohio University. Your tenure, and any other benefits of your present employment, shall be retained by you, although it is understood you may elect, at the end of your service as Assistant to the Office of the President or President, to retire.

\* Amendment approved by Board on August 21, 1974: and an expense allowance of \$1,000.00 per month.

*Robert E. Maher*  
Secretary, Board of Trustees

Dr. Harry B. Crewson

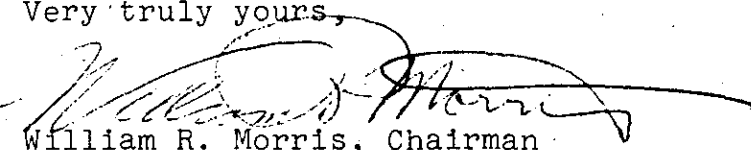
-3-

June 25, 1974

10. During the period you serve as either Assistant to the Office of the President or President, you shall abstain from any other employment, political or governmental service, it being understood you will devote your full time and best efforts to assist in making Ohio University an outstanding institution from the standpoint of academics, scholarship, administration and other general education goals.

If you choose to accept this offer, please so indicate below.

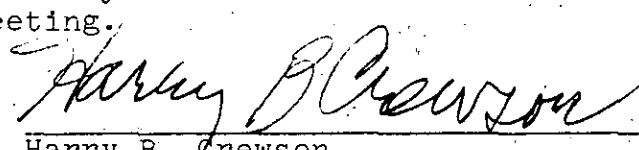
Very truly yours,

  
William R. Morris, Chairman  
Board of Trustees  
Ohio University

WRM:sk

William R. Morris, Chairman  
Board of Trustees  
Ohio University

I accept your offer to serve Ohio University, and look forward to formal approval thereof by the Board of Trustees at the next regularly called meeting.

  
Harry B. Crewson

Athens, Ohio  
June , 1974

William R. Morris, Chairman  
Board of Trustees  
Ohio University  
Athens, Ohio 45701

Dear Chairman Morris:

The following is submitted for your consideration:

It is my understanding that traditionally "Board-Administration Guidelines" have existed in writing setting forth the responsibilities of the President of Ohio University in relationship to those of the Board of Trustees.

I agree that the following statement thereof, if I am selected by the Board to fill the office of President for an interim period, will prevail.

#### I. BOARD-ADMINISTRATION GUIDELINES

- 1) Purchase, sale, and leasing of land: Board
- 2) Approval of plans for new buildings: Board
- 3) Naming of Buildings: Board
- 4) Approval of furnishings for buildings: Board  
Committee on Budget, Finance, and Physical Plant.
- 5) Selection of architects: Board
- 6) Approval of long-range plans: Board, with discretion in Administration to make minor adjustments in plans.
- 7) Union negotiations: Development of plan by Administration and Trustee(s) designated by Chairman; private approval of plan by Trustees; negotiation by Administration in accordance with plan; approval of contract by President and Senior Officers, preceded by further Board consultation if contract deviates from plan. (At appropriate stages in the above process, the Administration will share information, on a private basis, with state officials.)

- 8) Approval or ratification of construction project financing: Board, upon recommendation of Committee on Budget, Finance, and Physical Plant.
- 9) Approval of fringe benefits and payroll deductions: Board
- 10) Approval of general business policies and procedures (e.g., travel regulations, establishment of bank accounts, employment fees, moving expenses, parking regulations, and purchasing policies): Board.
- 11) Investment of funds: Administration in accordance with investment policies developed by the Board.
- 12) Review and acceptance of annual financial reports: Board.
- 13) Appointment, promotion, tenure, and salaries of Faculty members: President and Administration, with salaries to fall within limits of annual Faculty salary schedule approved by the Board. (The Board Committee on Educational Policies will be kept informed as to standards and procedures being followed.)
- 14) Approval of new academic programs: Administration, upon completion of normal internal review procedures, will present recommendation to Chairman of the Board and Chairman of the Educational Policies Committee. The two Chairmen may either approve the recommendation and authorize implementation, with a report of such action to be made to the Board at its next meeting, or, if significant policy considerations are involved, direct that the recommendation be presented to the Committee on Educational Policies and, subsequently, to the full Board for final action.
- 15) Approval of termination of or major modification in academic programs: Same procedure as outlined in #14 above.
- 16) Approval of new non-academic programs and operations or termination of or major modification in such programs and operations: Administration, upon

completion of normal internal review procedures, will present recommendation to Chairman of the Board and Chairman of appropriate Board Committee. The two Chairmen may either approve the recommendation and authorize implementation, with a report of such action to be made to the Board at its next meeting, or, if significant policy considerations are involved,\*the appropriate Board Committee and, subsequently, to the full Board for final action.

- 17) Selection of President; annual reappointment of President: Board.
- 18) Relations with Legislature and Board of Regents: Administration, with assistance from Board, as needed.
- 19) Administrative appointments at vice-presidential level: President, with advice and consent of Board-Administration Committee and Board.
- 20) Salaries of senior administrators: President, following informal consultation with Chairman and members of Board-Administration Committee.
- 21) Significant administrative reorganization: President, with approval of Board-Administration Committee and Board.
- 22) Honorary degrees: Following review and approval by University Committee on Honorary Degrees and President, private approval by Board, with public announcement to be made at President's discretion.
- 23) Handling of emergencies: Administration, with prompt reports to members of the Board.
- 24) Approval of annual budgets: Board, with both informal and, later, formal review by Board Committee on Budget, Finance, and Physical Plant in course of budget development and prior to submission to Board.

\*direct that the recommendation be presented to

## II. BOARD AND COMMITTEE PROCEDURES

1) In terms of the listing in I, above, when action by the Board is called for, the normal practice will be to refer the matter in question to the appropriate Board Committee for review prior to consideration by the full Board.

2) Prior to taking action on matters before them, Board Committees, whenever appropriate, shall consult with representatives of constituencies that would be affected by such actions, such as the faculty, administrative staff, deans, undergraduate students, graduate students, classified employees, alumni, and community representatives. Decisions as to the participation of such representatives in the discussion of particular issues shall be made by the Chairman of the Board and the Chairman of the appropriate Board Committee in consultation with the President. In the case of consultation by Board Committees with groups having established governance bodies, invitations normally shall be extended to the heads of such bodies and/or their designated representatives.

3) Whenever possible, meetings of the Board will be held on Monday, beginning at 9:00 a.m. Board members, however, will arrive at the meeting site on Sunday evening, in time for dinner beginning at 6:00 p.m. Upon conclusion of dinner, the remainder of Sunday evening will be devoted to meetings of Board Committees.

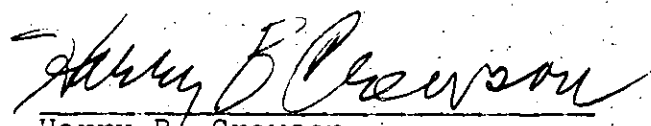
4) From time to time, special matters may arise requiring an executive session of the Board (labor negotiations, for example). In such cases, an executive session may be scheduled by the Chairman of the Board.

5) From time to time, the Board may conclude that it is desirable to convene a seminar or workshop for the purpose of discussing for an extended period, issues of particular importance to the University. Representatives of appropriate constituencies would be invited to join the Board and the President for such discussions. Typically, such a seminar or workshop would be held on Saturday and Sunday preceding a regular meeting of the Board on Monday.

It is my belief the foregoing accurately states the understanding that has existed between the Board and the President of Ohio University for some time.

I believe it should be reiterated that to my knowledge neither I nor the members of my immediate family are involved in or have private or personal investments or affiliations which would or could cause or bring about questions concerning "conflicts of interest" in my relationship to Ohio University.

Sincerely yours,

 574  
Harry B. Crewson

## I. INTRODUCTION OF DR. CREWSON

Chairman Phillips, in introducing Dr. Crewson to the Board, assured him that he would have the support and cooperation of the Board during his presidency. Dr. Crewson stated that he accepted the great honor of the presidency with confidence, knowing that he would have the support of the Board. He pledged, in all good faith, his best efforts to carry out his responsibilities. He expressed appreciation for the fine cooperation extended by President and Mrs. Sowle.

Mr. Keys, speaking for himself and Mr. Spencer, stated that although they regretted not having had a part in Dr. Crewson's choice, they were pleased at the appointment and pledged their support.

## J. REPORT ON APPROVAL OF ASSOCIATE DEGREE PROGRAMS

Chairman Johns of the Educational Policies Committee reported that, in accordance with Board-Administration guidelines, she and Board Chairman Phillips had approved the Associate in Applied Business Degree Program in General Secretarial Technology - Chillicothe Campus, and the Associate Degree Program in Human Services Technology - Chillicothe Campus.

## IX. ANNOUNCEMENT OF NEXT MEETING DATE AND SITE

Chairman Phillips announced that the next meeting of the Board would be in Athens on Monday, September 30, 1974, at 9:30 A.M. The meeting will be preceded by an afternoon discussion and dinner on Sunday, September 29, with committee meetings following dinner.

## X. GENERAL DISCUSSION--ROLL CALL OF MEMBERS

Dr. Holzer stated that he welcomed the new members of the Board with enthusiasm. President Sowle, he said, would be missed. Mr. Morris added his welcome, stating to members that Board membership was an invigorating and challenging experience. He wished President Sowle Godspeed.

Mr. Kircher stated that his sadness at President Sowle's departure was matched by his enthusiasm over the leadership Dr. Crewson would provide. He expressed great pleasure at the addition to the Board of two very close friends. Mrs. Johns said her feelings echoed those of the members who had spoken. She reported an idea she brought from a hearing of the Task Force on Higher Education, that trustees are not doing as much as they should with legislators to gain adequate support for higher education.

Mr. Johnson said he endorsed everything that others had said, that while he had regrets at President Sowle's leaving, he had pleasure in Dr. Crewson's coming on the scene. Administration, he stated, went on, regardless of what individuals did. Mr. Keys expressed confidence in the Board's responsibility, based on materials received through the mails to date. He expressed a deep and abiding love for the University and extended best wishes to Dr. Sowle and Dr. Crewson.

Mr. Spencer expressed appreciation for the warmth of his welcome and a desire to become a dedicated part of the University and to contribute to the preservation of its heritage. He extended best wishes to Dr. Sowle and Dr. Crewson.

Mrs. Phillips thanked Mrs. Johns and Mr. Johnson for accepting the chairmanship of their respective committees. She asked members who had questions about any matter to call her or Dr. Crewson. Mr. Johnson expressed the hope that all Board members would be able to be present at the next meeting of the Budget, Finance and Physical Plant Committee.

Dr. Crewson invited members and spouses to attend the installation ceremony at 4:30 P.M. on Friday, September 6, 1974. He stated that Mrs. Phillips would administer the oath in the presence of family and friends and trustees who would be able to attend.

## XI. ADJOURNMENT

The Chairman, determining that there was no further business to come before the Board, declared the meeting adjourned at 11:00 A.M.

---

Robert E. Mahn, Secretary

---

Mrs. J. Wallace Phillips, Chairman



STATE OF OHIO  
**Executive Department**

OFFICE OF THE GOVERNOR

Attachment 1, pg. 1

*Columbus*

I, John J. Gilligan, Governor of the State of Ohio,  
do hereby appoint J. Grant Keys, Elyria, Lorain County,  
Ohio, as a Member, Board of Trustees, The Ohio University,  
for a term beginning February 22, 1974 and ending at  
the close of business May 13, 1982, vice Robert B.  
McAlister, who resigned.



IN WITNESS WHEREOF, I have  
hereunto subscribed my name  
and caused the Great Seal of  
the State of Ohio to be affixed  
at Columbus, this 21st day of  
June, in the year of our Lord,  
one thousand nine hundred and  
seventy-four.

*John J. Gilligan*  
Governor

→ R. Mahan  
Jul 7/9

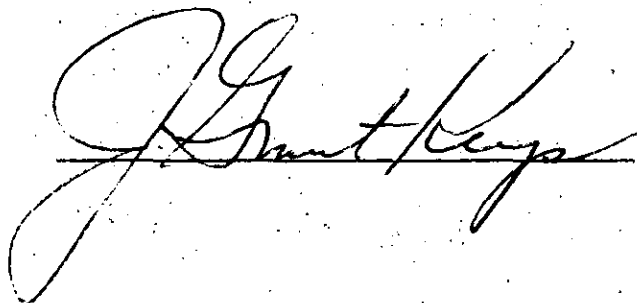
PRESIDENTS OFFICE

JUL 9 1974

OATH OF OFFICE

Attachment 1, pg. 2

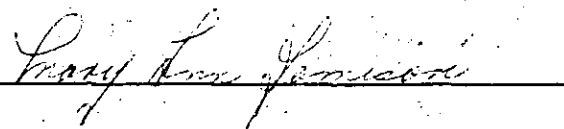
I, J. Grant Keys, promise and swear to support the Constitution of the United States and the Constitution of this State, and faithfully to discharge the duties of the office of Member, Board of Trustees, The Ohio University to which I have been appointed, for a term beginning February 22, 1974 and ending at the close of business May 13, 1982.



STATE OF OHIO

COUNTY OF Lorain, ss

Personally sworn to before me, a Notary Public in and for said county, and subscribed to in my presence this 24<sup>th</sup> day of June, 1974.



MARY ANN JAMISON  
NOTARY PUBLIC, LORAIN COUNTY, OHIO  
MY COMMISSION EXPIRES NOVEMBER 23, 1975

# Executive Department

Attachment 1, pg. 3

OFFICE OF THE GOVERNOR

*Columbus*

I, John J. Gilligan, Governor of the State of Ohio,  
do hereby appoint Donald A. Spencer, Cincinnati, Hamilton  
County, Ohio, as a Member, Board of Trustees, The Ohio  
University, for a term beginning May 14, 1974 and ending  
at the close of business May 13, 1983, vice C. Paul  
Stocker, whose term expired.



IN WITNESS WHEREOF, I have  
hereunto subscribed my name  
and caused the Great Seal of  
the State of Ohio to be affixed  
at Columbus, this 21st day of  
June, in the year of our Lord,  
one thousand nine hundred and  
seventy-four.

*John J. Gilligan*  
Governor

→ 12 min  
Ans 7/9  
OATH OF OFFICE

PRESIDENTS OFFICE

JUL 9 1974

Attachment 1, pg. 4

I, Donald A. Spencer, promise and swear to support the Constitution of the United States and the Constitution of this State, and faithfully to discharge the duties of the office of Member, Board of Trustees, The Ohio University to which I have been appointed for a term beginning May 14, 1974 and ending at the close of business May 13, 1983.

Donald A. Spencer

STATE OF OHIO

COUNTY OF Hamilton, ss

Personally sworn to before me, a Notary Public in and for said county, and subscribed to in my presence this 26th day of June, 1974.

Arthur C. Elliott

## OHIO UNIVERSITY

August 21, 1974

## CERTIFICATE OF APPRECIATION

presented to

WILLIAM R. MORRIS

As a member of the Board of Trustees since 1968, you have given liberally of your time and talents. As its Chairman you launched the "new and fresh openness" policy designed to make the Board more knowledgeable of University operations and more responsive to its many internal and external constituencies. Recognition of distinguished service to Alma Mater by election to its Thomas E. Ewing Society was but one of many honors accorded you by your University, City and State. To these honors the Board now adds this resolution of appreciation for a job well done as its Chairman during 1973-74, and enters it in its official minutes.

Conferred as a Mark of Esteem by the President and the Board of Trustees of Ohio University.



*Stanley A. ...*  
PRESIDENT

*Mrs. J. Wallace Phillips*  
CHAIRMAN

*Robert E. Mahan*  
SECRETARY

# OHIO UNIVERSITY

## CERTIFICATE OF APPRECIATION

August 20, 1974

**CLAUDE RAYMOND SOWLE, III**

doctor of jurisprudence, recognized leader in higher education  
and President of Ohio University

from August 1, 1969 to September 1, 1974; and

**KATHRYN DIX SOWLE**

doctor of jurisprudence, a member of the Ohio Constitutional  
Revision Commission and Ohio University's First Lady

from August 1, 1969 to September 1, 1974,

Together, you gave unstintingly of your time and talents to students, faculty and administrators of Ohio University and to the State of Ohio. During a period of great stress and change nationally in higher education, you innovated openness in administering the affairs of the University and consistently advocated and practiced fiscal responsibility. You graciously opened your home to thousands of students, faculty, administrators, alumni and friends of Ohio University. You traveled extensively to promote the University and higher education. For this dynamic leadership and service, the University family expresses gratitude and offers best wishes in your continuing efforts in the field of higher education.

Conferred as a Mark of Esteem by the  
Ohio University Board of Trustees, Faculty Senate, Student  
Government Body and Administrative Senate.

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