

MINUTES OF THE MEETING OF
THE BOARD OF TRUSTEES OF OHIO UNIVERSITY

Saturday, April 15, 1978, 9:00 a.m.
Room 319, Vernon R. Alden Library
Athens, Ohio

I. ROLL CALL

Members present were Mrs. Dorothy S. Johns, Chairman, G. Kenner Bush, Charles E. Holzer, Jr., Dean W. Jeffers, J. Grant Keys, William A. Lavelle, Mrs. J. Wallace Phillips, and Milton J. Taylor. This constituted a quorum. Donald A. Spencer was unable to attend.

President Charles J. Ping and Secretary Robert E. Mahn also were present. Arthur E. Aspengren, who sits with the Board by invitation as President of the Ohio University Alumni Board of Directors, did not attend, but was represented by John M. Jones, Vice President of the Alumni Board.

II. APPROVAL OF MINUTES OF THE MEETING OF
FEBRUARY 11, 1978 (previously distributed)

Mrs. Johns, determining that there were no corrections or additions for the minutes, declared them approved as distributed.

III. COMMUNICATIONS, PETITIONS AND MEMORIALS

The Secretary stated that none had been received.

IV. ANNOUNCEMENTS

Dr. Bucklew announced the appointment of Dr. Hwa-Wei Lee as Director of Libraries and of Dr. Raymond S. Wilkes as Dean of the Lancaster campus. He distributed their vitae, copies of which are filed with the official minutes.

Dr. Bucklew reported progress in searches for Director of Athletics and Dean of Afro-American Studies.

V. REPORTS

There were no reports.

VI. UNFINISHED BUSINESS

The Secretary reported no unfinished business.

VII. NEW BUSINESS

Mrs. Johns stated that agenda items had been discussed by the respective Board committees. She asked the respective chairmen or members of their committees to read or summarize the resolutions and report the recommendations of their committees for discussion and action.

A. BUDGET, FINANCE AND PHYSICAL PLANT COMMITTEE MATTERS

1. 1978-79 Planning and Budget Report

RESOLUTION 1978--402

WHEREAS, the Ohio University Board of Trustees has been granted the full power and authority on all matters relative to the administration of the University,

THEREFORE, BE IT RESOLVED that the Board of Trustees receives the "1978-79 Preliminary Planning and Budget Report" and approves the outline of the 1978-79 budget plan.

BE IT FURTHER RESOLVED that the Board of Trustees will review and act on the operational budget for 1978-79 at the next stated meeting of the Board. Further that the Board of Trustees authorizes the President to prepare contracts to implement adjustments for faculty and staff in the next fiscal year in accordance with the outline of budget plan for 1978-79 presented at the April 15, 1978, meeting of the Board of Trustees.

Mr. Jeffers presented the 1978-79 Preliminary Planning and Budget Report. He stated that the detailed budget would be presented for approval in June. He commended all who had worked on the Plan and invited President Ping to comment.

President Ping emphasized the continuing nature of the Plan -- an implementation of goals and objectives within the resources available, including administrative decisions relative to structure. He cited the plan for enhancement and improvement of graduate programs as an example of a structural change that he supported with enthusiasm.

Mr. Jeffers moved approval of the resolution, which Mr. Keys seconded. Approval was unanimous.

A copy of the 1978-79 Planning and Budget Report, which members received with the Agenda, is a part of the official minutes.

2. 1978-79 FEE SCHEDULE

RESOLUTION 1978--403

WHEREAS, the proposed budget plan for Fiscal Year 1978-79 contains expenditure reductions in excess of \$750,000, and

WHEREAS, the proposed budget plan for Fiscal Year 1978-79 contains program enhancements after extensive review, and

WHEREAS, the proposed budget plan for Fiscal Year 1978-79 contains fixed and mandated cost increases, as well as faculty and staff compensation increases,

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees adopt the attached schedules of fees effective with the Summer Quarter 1978.

OHIO UNIVERSITY
FEE SCHEDULE
EFFECTIVE SUMMER QUARTER 1978
ATHENS CAMPUS

<u>Full-Time Students</u>	<u>Current</u>	<u>Proposed</u>	<u>Change</u>
<u>Undergraduate</u> (11-20 hours inclusive)			
Instructional	\$260	\$277	\$ 17
General	70	75	5
Non-Resident Surcharge	425	448	23
<u>Medical</u>			
Instructional	595	639	44
General	70	75	5
Non-Resident Surcharge	425	448	23
<u>Graduate</u> (9-18 hours inclusive)			
Instructional	310	333	23
General	70	75	5
Non-Resident Surcharge	425	448	23
<u>Part-Time Hours</u>			
<u>Undergraduate</u>			
Ohio Resident	32	35	3
Non-Resident	74	79	5
<u>Graduate</u>			
Ohio Resident	45	50	5
Non-Resident	98	106	8
<u>Excess Hours</u>			
<u>Undergraduate</u>			
Ohio Resident	16	17	1
Non-Resident	39	41	2
<u>Graduate</u>			
Ohio Resident	30	32	2
Non-Resident	57	61	4

OHIO UNIVERSITY

FEE SCHEDULE

EFFECTIVE SUMMER QUARTER 1978

REGIONAL CAMPUSES, IRONTON AND PORTSMOUTH

<u>Full-Time Students</u>	<u>Current</u>	<u>Proposed</u>	<u>Change</u>
<u>Undergraduate</u> (11-20 hours inclusive)			
Regional Campuses:			
Instructional	\$240	\$250	\$ 10
General	35	35	-
Non-Resident Surcharge	425	448	23
Ironton:			
Instructional	235	245	10
Non-Resident Surcharge	30	30	-
Portsmouth:			
Instructional	240	245	5
General	35	-	(35)
Non-Resident Surcharge	425	30	(395)
<u>Part-Time Hours</u>			
<u>Undergraduate</u>			
Regional Campuses:			
Ohio Resident	26	27	1
Non-Resident	69	71	2
Ironton:			
Ohio Resident	23	24	1
Non-Resident	25	26	1
Portsmouth:			
Ohio Resident	26	24	(2)
Non-Resident	69	26	(43)
<u>Excess Hours</u>			
<u>Undergraduate</u>			
Regional Campuses:			
Ohio Resident	13	14	1
Non-Resident	36	38	2
Ironton:			
Ohio Resident	13	14	1
Non-Resident	13	14	1
Portsmouth			
Ohio Resident	13	14	1
Non-Resident	36	14	(22)

Mr. Bush presented the fee schedule and invited Provost Bucklew to comment. Dr. Bucklew cited increases at the other state universities. He described our schedule as competitive, fair and reasonable.

The motion by Mr. Bush to approve the resolution was seconded by Mrs. Phillips. Approval was unanimous.

2. TO APPROVE THE DEVELOPMENT OF REGIONAL EDUCATIONAL AND CLINICAL FACILITIES
BY AUTHORIZING APPROVAL OF LEASE AGREEMENTS AND CONCURRENCE WITH
PLANS AND SPECIFICATIONS AND AWARD OF CONSTRUCTION CONTRACTS

RESOLUTION 1978--404

Amended Substitute House Bill 618 appropriates \$1,373,000 for the purpose of constructing educational and clinical facilities at five regional sites. In addition, legislative leaders have asked that Ohio University construct a similar type facility at Youngstown, Ohio, for which an additional appropriation will be forthcoming, and

WHEREAS, the College of Osteopathic Medicine does wish to participate in the construction of educational and clinical facilities at five regional sites because of the direct educational benefit to their medical students, and

WHEREAS, officials of the College of Osteopathic Medicine have been discussing educational needs and solutions to those needs with the regional medical provider representatives, and

WHEREAS, discussions have been held by officials of the College of Osteopathic Medicine with members of the Ohio Board of Regents and State Architect's staffs regarding development and administration of technical and legal aspects affecting the development of facilities.

NOW, THEREFORE, BE IT RESOLVED that the Ohio University Board of Trustees does hereby authorize the President or his designee in consultation with the Budget, Finance, and Physical Plant Committee to enter into an appropriate lease agreement at each facility site.

BE IT FURTHER RESOLVED, that the Ohio University Board of Trustees does hereby authorize the President or his designee in consultation with the Budget, Finance, and Physical Plant Committee to concur with the approval of plans and specifications and award of construction contracts as recommended by the State Architect's Office so long as the Ohio University's financial portion of the project does not exceed appropriated funds.

OHIO UNIVERSITY
INTER-OFFICE COMMUNICATION

DATE March 14, 1978

TO Charles J. Ping, President

FROM Gene Peebles, Vice President for Operations *GP*

SUBJECT Construction of Educational and Clinical Facilities at Specific Regional Sites

Amended Substitute House Bill 618 appropriates \$1,373,000 to Ohio University for purposes of constructing educational and clinical facilities at specific regional sites. In addition, Senator Harry Meshel and Representative George Tablack have indicated that they wish the College to construct an educational and clinical facility at Youngstown Osteopathic Hospital, Youngstown, Ohio. I expect the Youngstown appropriation to be made soon. The proposed locations, facilities, and dollar amounts are:

Brentwood Hospital, Warrensville Heights, Ohio	\$ 300,000
Doctors Hospital, Columbus, Ohio	300,000
Grandview Hospital, Dayton, Ohio	300,000
O'Bleness Memorial Hospital, Athens Ohio	100,000
Moveable equipment	60,000
Contingency, State Architects fee, etc.	40,000
Addition to State-wide Medical Microwave System	<u>\$ 125,000</u>
SUBTOTAL	\$ 1,250,000
Tom C. Smith Medical Center, Chesapeake, Ohio	<u>\$ 123,000</u>
TOTAL	\$ 1,373,000
Youngstown Osteopathic Hospital, Youngstown, Ohio (to be funded)	\$ 2,000,000

Charles J. Ping, President
Page Two
March 14, 1978

The expenditure of state funds for the construction of educational and clinical facilities will be coordinated through the Ohio Board of Regents and the State Architect's Office by means of a lease agreement between Ohio University and the hospital or provider. The College of Osteopathic Medicine will be responsible for developing the education program, and the lease agreement will insure that the University has the type of space constructed that it needs and that it will be accessibly equipped and maintained. The scope of the individual projects will vary from new construction to the remodeling of existing space. The hospital or provider will act as the contracting agent for their construction project and will coordinate with Ohio University and the State Architect's Office in administering the construction project. The lease agreement being developed by the College of Osteopathic Medicine and the individual hospital or provider will be approved by the Ohio Board of Regents for conformity to state law and the medical school's educational needs.

I have enclosed a Board of Trustees' resolution which seeks Board authorization to designate you or your designee as Ohio University's agent in signing lease agreements and concurrence with plans and specifications, as well as for bids received by the individual hospital or provider.

GP:fg

xc: Mr. Ronald A. Black
Dr. Gerald A. Faverman
Mr. Alan H. Geiger
Dr. Frank W. Myers
Mr. Raymond R. Wineland

Mr. Keys presented the resolution and moved its approval.
Mr. Taylor seconded the motion. Approval was unanimous.

3. RECOMMENDATION OF ARCHITECT FOR THE
REMOVAL OF BARRIERS TO THE HANDICAPPED PROJECT

RESOLUTION 1978--405

WHEREAS, the 112th General Assembly did approve Amended Substitute House Bill 618, which appropriated \$3,000,000.00 to the Ohio Board of Regents for the purposes of removing barriers to the handicapped at public institutions of higher education, and

WHEREAS, the Ohio Board of Regents did, upon request by Ohio University, allocate \$325,000.00 to Ohio University for purposes of removing barriers to the handicapped on the Athens Campus, and

WHEREAS, Ohio University did previously receive money from the Ohio Board of Regents for similar type projects, but wishes to continue the process of removing barriers to the handicapped on the Athens Campus,

NOW, THEREFORE, BE IT RESOLVED that the Ohio University Board of Trustees does hereby authorize the President or his designee in consultation with the Budget, Finance, and Physical Plant Committee to recommend the selection of an Associate Architect for the removal of barriers to the handicapped project. The recommendation will be made from a list of prospective architects provided by Mr. Raymond R. Kohli, Deputy Director, Division of Public Works.

BE IT FURTHER RESOLVED, that the Ohio University Board of Trustees does authorize administrative officials to proceed with the development of plans and specifications as soon as the Associate Architect has been appointed.

OHIO UNIVERSITY
INTER-OFFICE COMMUNICATION

DATE March 29, 1978

TO Dr. Charles J. Ping, President

FROM Gene Peebles, Vice President for Operations, GP

SUBJECT Selection of an Associate Architect for the Removal of Barriers to the Handicapped Project

Notification has been received that Ohio University has been allocated \$325,000.00 by the Ohio Board of Regents for purposes of removing barriers to the handicapped. The request sent to the Regents for the removal of various barriers to the handicapped on the Athens Campus was developed by a committee appointed by Provost Bucklew. I believe that the success of previous similar projects funded by the Regents, the work of the committee, and the age of our physical facilities, encouraged the Regents to provide this University with this additional funding at the maximum, highest funding level given.

I have enclosed a Resolution seeking appointment of an Associate Architect for the project for the Board's consideration at their April meeting. Once the Board has approved the Resolution enabling the appointment of an Associate Architect, the preparation of plans and specifications for the project will begin.

GP:fg
Enclosure

Mr. Taylor presented the resolution and moved its approval.
Mr. Keys seconded the motion. Approval was unanimous.

5. APPROVAL OF PLANS AND SPECIFICATIONS AND RECOMMENDATION OF CONTRACT AWARD
FOR THE LAUSCHE HEATING PLANT MODIFICATION PROJECT

Resolution 1978--406

WHEREAS, the 111th General Assembly did in 1975 appropriate funding for the Lausche Heating Plant Modification Project, a project then conceived as appropriate for meeting air pollution requirements, and

WHEREAS, the Ohio University Board of Trustees did on November 15, 1975, approve the firm of Fosdick and Hilmer, Inc., of Cincinnati, Ohio, to serve as consulting engineers for the project, and

WHEREAS, because of changing and increasing State of Ohio and Federal Environmental Protection Agency requirements, the Lausche Heating Plant was found in May of 1977 to be in noncompliance of these requirements, and

WHEREAS, the Northern District of Ohio Western Division, United States District Court has ordered Ohio University to comply with State and Federal Environmental Protection Agency requirements by July 1, 1979, and

WHEREAS, the Ohio Board of Regents did receive funding from the 112th General Assembly of the State of Ohio in 1977 for purposes of assisting State supported institutions of higher education in meeting State and Federal air pollution requirements, and

WHEREAS, Ohio University does intend to comply with and meet, so far as is financially possible, State and Federal air pollution requirements.

NOW, THEREFORE, BE IT RESOLVED that the Ohio University Board of Trustees does hereby approve the plans and specifications as prepared by Fosdick and Hilmer, Inc. for the Lausche Heating Plant Modification Project, understanding that said plans and specifications will bring Ohio University into compliance with existing State and Federal air pollution requirements.

BE IT FURTHER RESOLVED that the Ohio University Board of Trustees does hereby authorize the President or his designee, in consultation with the Budget, Finance, and Physical Plant Committee to accept and recommend to the Deputy Director, Division of Public Works, construction bids for the Lausche Heating Plant Modification Project, providing total bids do not exceed available funds.

OHIO UNIVERSITY
INTER-OFFICE COMMUNICATION

DATE April 11, 1978

TO Charles J. Ping, President

FROM Gene Peebles, Vice President for Operations *GP*

SUBJECT Approval of Plans and Specifications and Recommendation of Contract
Award for the Lausche Heating Plant Modification Project

Plans and specifications for the Lausche Heating Plant Modification Project are now ready for submission to the Department of Public Works for solicitation of bids. Bids to be received for this phase of the project will be for the identification and procurement of an electrostatic precipitator. Once the precipitator manufacturer has been selected, a second phase will be bid that permits the installation of the precipitator in the Lausche Heating Plant Building.

As you know, Ohio University first received funding for the modification to the Lausche Heating Plant in the 1975-1977 biennium. With changing State and Federal pollution requirements, the University lacked sufficient State Capital monies to fully comply with current requirements. The Ohio Board of Regents received funding from the Legislature in July 1977, which enabled them to make up the difference between our total project cost and monies previously made available to meet pollution requirements. It is my intent to see that the project is completed prior to July 1, 1979, so that we may be in full compliance and free from the threat of an additional lawsuit on this matter.

For your information, we project that our Heating Plant operating costs will increase \$20,000 per year by use of the precipitator.

GP:fg

xc: Mr. William Charles Culp
Mr. Alan H. Geiger

Mr. Jeffers presented the resolution and moved its approval. Mr. Bush seconded the motion. Approval was unanimous.

B. EDUCATIONAL POLICIES COMMITTEE MATTERS

1. Approval of Honorary Degree Recommendations

RESOLUTION 1978--407

WHEREAS, the University Committee on Honorary Degrees has recommended that Ohio University honor Richard W. Eddy, Jeanette G. Grasselli, Ruby Mercer, Eugene F. Rinta and Walter Cronkite through the conferral of an honorary degree, and

WHEREAS, it remains for the President to determine whether these persons wish to accept this award,

THEREFORE, BE IT RESOLVED that the degrees recommended be conferred at appropriate times in the future after the President has determined that the persons recommended wish to be so honored.

Mrs. Phillips presented the honorary degrees resolution and moved its approval. Dr. Holzer seconded the motion. Approval was unanimous.

A copy of the information packet on the candidates for honorary degrees, which members received with the Agenda, is appended to the official minutes.

2. Emeritus Awards

RESOLUTION 1978--408

WHEREAS, the following individuals have rendered dedicated and outstanding service to Ohio University and whereas their colleagues and deans have recommended action to recognize this service,

NOW, THEREFORE, BE IT RESOLVED that emeritus or emerita status be awarded to the following individuals upon their retirement:

Neville Rogers	Professor Emeritus of English
Myron Sturgeon	Professor Emeritus of Geology
Leonard Ferguson	Professor Emeritus of Psychology
James Shipman	Professor Emeritus of Physics
Helen Worstell	Professor Emerita of Social Work
Shu-Ching Lee	Professor Emeritus of Sociology
William Rohr	Director of Athletics and Professor of Health, Physical Education and Recreation Emeritus
William H. Cooper	Professor Emeritus of Curriculum and Instruction
Martha Graham	Assistant Professor Emerita of Home Economics
Margaret J. Felsinger	Professor Emerita of Curriculum and Instruction
Beulah Sellers Davis	Professor Emerita of Home Economics
Robert S. Raymond	Professor Emeritus of Marketing

Dr. Holzer presented the emeritus resolution and moved its approval, which Mr. Bush seconded. Approval was unanimous.

Dr. Ping described the recipients of the award as a remarkable group. Each award, he said, recognized long service and devotion to the University.

Information on emeritus award recipients, which members received with the Agenda, is appended to the official minutes.

3. Ratification of FACULTY IMPROVEMENT LEAVES 1978-79

RESOLUTION 1978--409

WHEREAS, the leave proposals on the attached lists have been reviewed in accordance with University policy and found to be meritorious,

NOW, THEREFORE, BE IT RESOLVED that the attached faculty improvement leaves for 1978-79 are approved.

BE IT FURTHER RESOLVED that the Provost can approve changes in the times leaves may be taken but not the length of the leave.

FACULTY IMPROVEMENT LEAVES

<u>NAME</u>	<u>DEPARTMENT</u>	<u>LEAVE DATES</u>	<u>PROJECT</u>
James H. Thompson	Curriculum and Instruction	Spring, 1979	To study the curricular and instructional supervisory problems of selected secondary schools.
Charles W. Smith	Curriculum and Instruction	Fall, 1978	To develop and field test instructional material for teaching mathematics, prepare teachers manual.
John Baldwin	Art	1978-79 Academic year	The creation of large figurative sculptures.
Abner Jonas	Art	1978-79 Academic year	Printmaking research and experience.
Clyde H. Thompson	Music	1978-79 Academic Year	Complete research for and begin writing a book dealing with French Music for the <u>Viola da gamba</u> .
Dana Loomis	Art	1978-79 Academic Year	Study and paint in N.Y.C.
Ray E. Wagner	Inco	Spring, 1979	To develop teaching material related to rhetoric
R. N. Baird	Journalism	Spring, 1979	To update knowledge in the areas of electronic page layout, satellite transmission newspaper and magazine pages printing press technology.
Paul Dunlap	Accounting and Q.M.	1978-79 Academic Year	Advanced study of mathematics as it relates to modern statistics.

<u>NAME</u>	<u>DEPARTMENT</u>	<u>LEAVE DATES</u>	<u>PROJECT</u>
David Levinson	Economics	Fall, 1978	Complete manuscript on Industrial Relations in Australia.
Wai-Kai Chen	Electrical Engineering	Spring, Fall, 1979	Complete book on Active Network and Feedback Amplifier Theory.
Donald E. Scheck	Industrial and Systems Engr.	1978-79 Academic year	Work with several Ohio Coal mining companies in order to update experience, develop courses, prepare case studies.
Glenn A. Hazen	Civil Engineering	Spring, 1979	Study methods for predicting and measuring the response of coal and the surrounding rock strata under load.
William Hummon	Zoology	Winter, Spring, 1979	Undertake Research and write a book on British fauna- <u>Marine Gastrotricha.</u>
Richard Koshel	Physics	1978-79 Academic Year	To undertake research on the nuclear three-body problem and study various aspects of computer assisted instruction in physics.
Francis Bellezza	Psychology	1978-79 Academic Year	Undertake study and research on memory at Stanford University.
Yin-Min Wei	Computer Science	Spring, 1979	To visit computer science facilities at federal agencies and universities; relate observations to computer science program at Ohio University.

NAMEDEPARTMENTLEAVE DATESPROJECT

Surender K. Jain

Mathematics

Winter, Spring,
1979

A study of Torsion Theory
with reference to Quotient
rings and rings whose cyclic
modules have certain proper-
ties.

Thomas R. Franz

Modern Languages

Spring, 1979

(replaces earlier leave approved for
Professor Richard Danner)

Undertake research and work
on a manuscript comparing
Tolstoi's War and Peace and
Unamuno's Paz en la guerra.

CHANGES

William Kortlander

Art

leave previously
approved for 2
qtrs, changed to
1978-79 academic
year

Develop more fully the land-
scape theme in his painting.

Mr. Lavelle asked President Ping to comment. President Ping stated that this was the second list to be presented since the enactment of enabling legislation for leaves. He described leaves as a significant investment in the continuing health of the University and the number being granted as within the guidelines established by the Board.

Mr. Lavelle moved approval of the resolution, which Dr. Holzer seconded. Approval was unanimous.

4. DETENURING OF FACULTY MEMBER

RESOLUTION 1978--410

WHEREAS, the Board of Trustees has determined that the procedures set forth in the Faculty Handbook, including those related to Loss of Tenure in Section 11D5, were properly followed with respect to the Loss of Tenure proceedings involving Dr. L. Andrew Potemra, and;

WHEREAS, the Board of Trustees have reviewed and discussed the Faculty Senate's Hearing Committee's Report and Recommendations regarding the detenuring of Dr. Potemra which was submitted to the President and the transcript of the hearing; and have had the opportunity of listening to Dr. Potemra's and his legal counsel's response to the Report and Recommendations; and

WHEREAS, the Board of Trustees of Ohio University has the responsibility of determining whether to sustain the decision of the hearing committee or return the matter to them pursuant to the Faculty Handbook provisions;

NOW THEREFORE, the Board of Trustees hereby sustains the decision of the hearing committee's recommendation that Dr. L. Andrew Potemra be detenured as a faculty member of Ohio University; and authorizes the President to take the necessary steps, including determining the proper amount of payments to be made to Dr. Potemra, to carry out this action according to the provisions of the Faculty Handbook and University policies.

Mr. Lavelle presented the resolution, stating that all documents pertaining to the case had been available to Board members. He stated that the Attorney, Christopher Schraff, and Dr. Potemra had had the opportunity to comment on the hearing committee's report at a special April 13 Board meeting. He read the resolution and moved its approval. Mr. Jeffers seconded the motion. Following roll call vote the motion was declared unanimously approved, the vote having been as follows:

Keys	yes	Phillips	yes
Bush	yes	Taylor	yes
Holzer	yes	Johns	yes
Lavelle	yes	Jeffers	yes

Mrs. Johns declared the detenuring action a regrettable experience, stating that the Board had found no alternative to sustaining the report and recommendation of the hearing committee.

The Report of Faculty Committee for Hearing on Removal of Tenure in the Case of Dr. L. Andrew Potemra, a copy of which members received with the Agenda, is a part of the official minutes of the April 13, 1978; special meeting of the Board.

C. BOARD-ADMINISTRATION COMMITTEE MATTERS

1. Recommendation of Labor Agreements for Ratification

RESOLUTION 1978--411

WHEREAS, labor agreements between Ohio University and Local 1699 Ohio University Employees, AFSCME, AFL-CIO, and District Council 78 AFSCME, AFL-CIO, and Local 1699 Security Police Employees, AFSCME, AFL-CIO, were ratified by the Union membership and executed by the parties on March 28, 1978.

WHEREAS, said agreements cover the period March 2, 1978, through March 1, 1981, and provisions contained therein have been approved by the proper authorities of Ohio University,

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Ohio University does hereby ratify the agreements.

Dr. Holzer presented the resolution and moved its approval. Mr. Keys seconded the motion. Approval was unanimous.

Mr. Jeffers commended the administration and staff for having brought negotiations to this conclusion.

The March 29, 1978, Outlook article explaining basic issues of, and summarizing significant provisions of, the agreement, and the signed agreement, copies of which were sent to members as part of the Agenda, are a part of the official minutes.

2. Election of Officers for 1978-79

a. Chairman

RESOLUTION 1978--412

RESOLVED that J. Grant Keys be elected Chairman of the Board of Trustees for the year beginning July 1, 1978, and ending June 30, 1979.

b. Vice Chairman

RESOLUTION 1978--413

RESOLVED that Donald A. Spencer be elected Vice Chairman of the Board of Trustees for the year beginning July 1, 1978, and ending June 30, 1979.

c. Secretary

RESOLUTION 1978--414

RESOLVED that Robert E. Mahn be elected Secretary of the Board of Trustees for the year beginning July 1, 1978, and ending June 30, 1979.

d. Treasurer

RESOLUTION 1978--415

RESOLVED that William L. Kennard be elected Treasurer of Ohio University for the year beginning July 1, 1978, and ending June 30, 1979.

Dr. Holzer expressed pleasure in presenting the slate of officers and moved approval of the resolutions pertaining to chairman, vice chairman, secretary and treasurer. Mr. Jeffers seconded the motion. Approval was unanimous.

e. President

RESOLUTION 1978--416

RESOLVED that Charles J. Ping be elected President of Ohio University for the year beginning July 1, 1978, and ending June 30, 1979.

Dr. Holzer expressed pleasure at presenting the name of Charles J. Ping as President. He moved approval of the resolution, which was seconded and approved unanimously.

Mrs. Johns congratulated the officers and the President for 1978-79.

VIII. GENERAL DISCUSSION -- ROLL CALL OF MEMBERS

On roll call, only Mr. Keys responded, thanking members for their display of confidence in him and in Mr. Spencer. He then presented Mrs. Johns with a certificate of appreciation for her service as member and chairman of the Board. A copy of the certificate is filed with the official minutes.

Mrs. Johns stated that she would treasure the certificate. The rewards of service, she said, were vast. She expressed the feeling that the University was on the upgrade, with a developing community of interest evident. She challenged all to help realize the advantages of this great institution to all groups.

The response to Mrs. Johns' comments was a standing ovation.

IX. ANNOUNCEMENT OF NEXT MEETING DATE AND SITE

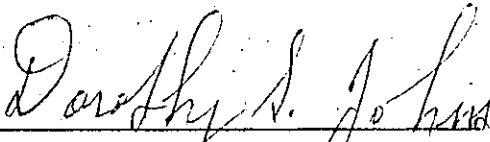
Mrs. Johns, confirmed June 24, 1978, as the next regular meeting date, with the site still indefinite.

X. ADJOURNMENT

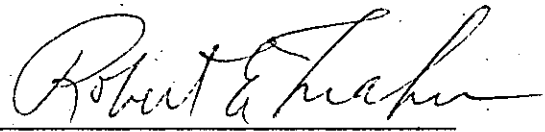
Mrs. Johns, determining that there was no further business to come before the Board, declared the meeting adjourned at 10:15 a.m.

XI. CERTIFICATION OF SECRETARY

Notice of this meeting and its conduct was in accordance with Resolution 1975--240 of the Board, which resolution was adopted on November 15, 1975, in accordance with Section 121.22 (F) of the Ohio Revised Code and of the State Administrative Procedures Act.



Dorothy Johns
Chairman



Robert E. Mahn
Secretary

Home Address:

1312 Lory Street
Fort Collins, Colorado 80521

(303) 482-2011

PERSONAL DATA

Name: Hwa-Wei Lee Date of Birth: December 7, 1933
Sex: Male Citizenship: American (Naturalized on
November 16, 1962)
Marital Status: Married, 6 children Health: Excellent

Education:

National Taiwan Normal University, Taipei.	1950-55	B.Ed. (Education)
University of Pittsburgh.	1957-59	M.Ed. (Education)
Carnegie Mellon University.	1959-61	M.L.S. (Library Science)
University of Pittsburgh.	1959-64	Ph.D. (Foundations of Education and Library Science)

Experience:

Taiwan Provincial Taipei Teachers College. Experimental School. Dean of Students and Teacher.	1955-56
National Taiwan Normal University. Assistant to the Dean of Students.	1956-57
University of Pittsburgh. Library. Library Trainee.	1959-61
First Assistant in Acquisitions.	1961-62
Duquesne University. Library. Librarian, African Collection.	1962-64
Head of Technical Services and Acquisitions Librarian.	1964-65
Edinboro State College (Pennsylvania). Library and Department of Library Science.	1965-66
Head of Technical Services and Assistant Professor.	1966-68
Head Librarian and Associate Professor.	1967
Acting Chairman of the Department of Library Science.	1968-69
Head Librarian and Professor. (On leave until August 31, 1969)	1968-69
Asian Institute of Technology. Library and Information Center. (Bangkok, Thailand). (Seconded by U.S. Agency for International Development under a contract administered through Colorado State University).	1968-75
Director of the Library and Information Center.	1973-75
Director of the Asian Information Center for Geotechnical Engineering.	1970-75
Chulalongkorn University. Department of Library Science. (Bangkok, Thailand).	1975-
Associate Faculty.	1975-
Colorado State University. Associate Director of Libraries and Professor.	1975-
Member of the Graduate Faculty.	1975-
Member of the Executive Council, Asian Studies Interdisciplinary Program.	1975-
(Acting Director of Libraries, October 1 to December 31, 1977)	

Professional Membership and Activities

Membership:

Alpha Beta Alpha Fraternity for Undergraduate Library Education (Honorary).

Beta Phi Mu: International Library Science Honorary Fraternity.

Phi Delta Kappa: The Professional Fraternity in Education.

American Library Association.

American Society for Information Science.

Association of College and Research Libraries.

Chinese-American Librarians Association.

Colorado Library Association.

International Association of Orientalist Librarians

Professional Activities (1970 to date):

1. Served as an advisor to the Asian Highway Technical Information Center (Bangkok, Thailand) in the organization and improvement of its services (1970).
2. Served as an advisor to the University Library of Khonkaen University (Khonkaen, Thailand) in the following areas (1970-71):
 - The library reclassification project.
 - The development of library policies and programs.
 - Inservice training of library staff at the Asian Institute of Technology.
 - The utilization plan of the new central library building.
3. Invited by the Indonesian National Scientific Documentation Centre to go to Jakarta to assist them in the planning and design of a computerized system for the compilation of the National Union Catalog of Scientific Periodicals in 39 special libraries in Indonesia (1971).
4. Taught a graduate course in the Department of Library Science, Faculty of Arts, Chulalongkorn University. The course, Mechanized Library/Information Service, is the first one being taught in Southeast Asia (1970-75).
5. Was the recipient of a British Council grant to attend the course on the development of Library and Information Network in Britain held in the School of Library, Archive and Information Studies, University College London, from August 20 to September 2, 1972 and then spent 10 days visiting selected university libraries in England.
6. Participated in the IBM International Seminar on Library Automation held in Brussels, September 27-30, 1972 at the invitation of IBM/Thailand.
7. Served as the chief editor for the Thai Library Association for the preparation of the Bibliographic and Library Survey of Thailand (1972-75).
8. Was the President of the Association of Librarians of Foreign and International Libraries in Bangkok (1973-74).
9. Was a member of the Thai delegation to the Second Conference of Southeast Asian Librarians held in the University of the Philippines, Dilman, Quezon City, December 10-14, 1973.

Professional Membership and Activities (Continued)

10. Was a member of a task force to assist in the creation of a network of national and regional information centers in accordance with the recommendations of the Working Meeting on Asian Resources for a Population Library Information Network, Bangkok, September 13-15, 1973 under the joint sponsorship of the U.N. Economic Commission for Asia and the Far East, the Carolina Population Center, and the Association for Population/Family Libraries and Information Centers (1973-74).
11. Planned and successfully established the Asian Information Center for Geotechnical Engineering (AGE), the first one of its kind in Asia. The center, of which I was the first director, was funded by the International Development Research Centre (Candana) for the initial three-year period from 1973 to 1975.
12. Was a member of the international editorial board of the monthly journal, Network: International Communications in Library Automation published by the Association for Library Automation Research Communications (LARC) in the U.S. (1974-76).
13. Attended the UNISIST Training Course on Information Networking and Systems Interconnection for Southeast Asia held in Tokyo and Kobe, July 15-August 22, 1974 as a UNESCO fellow.
14. Served as the co-chairman for the Media and Technology Session of the First Conference on Asian Library Cooperation held in Taipei, August 19-22, 1974.
15. Assisted in the planning, organization and lecturing of the UNESCO/Thailand Regional Training Course on Modern Techniques in Documentation and Information Systems in Southeast Asia held in Bangkok, August 1-31, 1974.
16. Invited by the World Bank team to advise in the planning of a new library building for the University Library of the Prince of Songkla University, Haadyai, Thailand (1974).
17. Invited by the U.N. Economic and Social Commission for Asia and the Pacific to participate in the Meeting of Expert Group on a Development Information System for the ESCAP Region held in Bangkok on February 2-7, 1975.
18. Invited by Friedrich-Ebert-Stiftung to participate in the Working Meeting for the Establishment of a Clearing House for Social Development in Asia held in Bangkok on February 10-15, 1975.
19. Serving as a member of the Editorial Board of the Journal of Library & Information Science published by the Chinese-American Librarians Association (1975-).
20. Served as an UNESCO consultant to undertake an exploratory mission in Southeast Asia to examine the possibility of establishing a Regional ISDS Center for Southeast Asia in Thailand, November 15-December 15, 1975. Based on my recommendation the Regional Center was successfully founded in March 1976.
21. Serving as a member of the Editorial Board for the new journal, Library Acquisitions: Practice & Theory, published by Pergamon Press (1976-).

Professional Membership and Activities (Continued)

22. Was a member of the planning committee for the Second International Conference on Transfer of Water Resource Knowledge held at Colorado State University on June 29-July 1, 1977 and chaired the session on "Development of Effective Water Resources Scientific Information Systems".
23. Attended the IFLA/UNESCO Pre-Session Seminar on Resources Sharing of Libraries in Developing Countries held at Antwerp University (Belgium) on August 30-September 3, 1977 and chaired the Open Session on "The Impact of Computerized Systems and Networks in Resource Sharing of Libraries" organized jointly by the IFLA/UNESCO Pre-Session Seminar and IFLA's Committee on Mechanization.

LIST OF PUBLICATIONS

"Africana at Duquesne University Library", African Studies Bulletin, Vol.VI, No.3 (October 1963), pp. 25-27..

"Africana--A Special Collection at Duquesne University", The Catholic Library World, Vol.XXXV, No.4 (December 1963), pp. 209-211.

"Educational Development in Taiwan Under Nationalist Government, 1945-1962", (Unpublished Ph.D. dissertation, University of Pittsburgh, 1964).

"Education in Taiwan", paper presented at the Workshop on Admission of Students from Taiwan and Hong Kong, jointly sponsored by the American Association of Collegiate Registrars and Admissions Officers, College Entrance Examination Board, Institute of International Education, and National Association for Foreign Student Affairs, Minneapolis, Minnesota, January 10-11, 1966. (It was published in Guidelines for the Admission and Placement of Students from Taiwan and Hong Kong. New York, Institute of International Education, 1966).

"Report of the Workshop on Admission of Students from Taiwan and Hong Kong", Chung Kuo I Chou (China Newsweek), No.834 (April 18, 1966), pp. 12-15. (In Chinese)

Statistical Survey of the Library Facilities of the 14 State Colleges in Pennsylvania. Edinboro, Pa., Edinboro State College, 1967. (Mimeographed)

"The Recent Educational Reform in Communist China", School and Society, Vol.XCVI, No.2311 (November 9, 1968), pp. 395-400.

"Computer Application in Library and Information Services: The Current AIT Experiments and Future Plans", paper presented at the First Computer Applications Symposium jointly sponsored by the Computer Science Laboratory, Chulalongkorn University and U.S. Educational Foundation in Thailand, Hotel Siam Intercontinental, Bangkok, June 23-24-25, 1969.

"Asian Institute of Technology", The Scooper Monthly, October 1969, pp. 76-81. (In Chinese)

"Planning for Computer Application in the AIT Library", paper presented at the 1969 annual conference of the Thai Library Association, National Library Auditorium, Bangkok, December 15-19, 1969.

Findings of the Survey of the Current Status of Faculty Libraries in Thai Universities. Bangkok, 1970. (Mimeographed)

"Fragmentation of Academic Library Resources in Thai University Libraries", International Library Review, Vol.III, No. 2 (April 1971), pp. 155-167.

"Library Mechanization at the Asian Institute of Technology", International Library Review, Vol.III, No.3 (July 1971), pp. 257-270.

List of Publications (Continued)

- "Regional Cooperation in Scientific and Technical Information Service", Proceedings of the Conference on Scientific and Technical Information Needs for Malaysia and Singapore, Institut Teknoloj Mara, Kuala Lumpur, September 24-26, 1971. Kuala Lumpur, Persatuan Perpustakaan Malaysia and Library Association of Singapore, 1972. pp. 97-105.
- "A New Engineering Library Emerging in Asia", Libraries in International Development, No.41 (December 1971), pp. 1-3.
- "The Information Technology--New Tools and New Possibilities for Information Storage, Retrieval and Dissemination", paper presented at the Regional Seminar on Information Storage, Retrieval and Dissemination organized by Asian Mass Communication Research and Information Centre in cooperation with the National Research Council of Thailand, Bangkok, March 26-30, 1973. 10p.
- "Partner for School Library Development in Thailand", T.L.A. Bulletin, Vol.XVII No.5 (September/October 1973), pp.443-448.
- "Proposal for the Establishment of a National Library and Information Network," Central Daily News (Taipei), February 26-27, 1974. (In Chinese)
- "Possibilities in Employing Computer and Other Information Technologies to Further Library and Information Services in Southeast Asia," Network, V.I, No.3 (March 1974), pp. 10-12, 24-28.
- With S.W. Massil, Library Automation at the Asian Institute of Technology--Bangkok. Peoria, Illinois: The Larc Press, 1974. 36 p. (The LARC Reports, V.7 No.3).
- "Regional Cooperation in Scientific and Technical Information Service", In A Survey of Automated Activities in the Libraries of Asia and the Far East. Peoria, Illinois, The Larc Press, 1974. pp.11-17. (World Survey Series, V.5).
- "The Application of Information Technology to Close the Information Gap," paper presented at the First Conference on Asian Library Cooperation, Tamsui, Taipei, August 19-22, 1974. 12p.
- "User and Use Analysis: A Case Study of the Information Utility by Geotechnical Engineers in Asian Countries," Information Utilities; Proceedings of the 37th Annual Conference of the American Society for Information Science, Atlanta, Georgia, October 13-17, 1974. Edited by Pranas Zunde. Washington, D.C., 1974. (Its Proceedings, V.II) pp. 133-136.
- With S.W. Massil, Proposal for Library Development at Prince of Songkla University in Southern Thailand. Prepared at the request of the University Development Project Office, Prince of Songkla University. Bangkok, Asian Institute of Technology, 1974. 23p.
- With S.W. Massil, "Scholarly Publications: Considerations on Bibliographic Control and Dissemination", Scholarly Publishing in Southeast Asia, Proceedings of the Seminar on Scholarly Publishing in Southeast Asia, sponsored by the Association of Southeast Asian Institutions of Higher Learning, University of Malaya, Kuala Lumpur, January 16-18, 1975. Edited by Beda Lim. Kuala Lumpur, 1975. pp. 212-218.

List of Publications (Continued)

With J.C. Yang, "International Standard Numbering for Books and Serials and the Standardization of Bibliographic Descriptions," Journal of Library and Information Sciences (Taipei), V.I, No.1 (February 1975); pp 60-66 (In Chinese)

"The Experience of a Specialized Information Service in Asia - AGE," paper presented at the Round Table Conference on Documentation Problem in Developing Countries, Khartoum, Sudan, April 10-11, 1975 sponsored by FID/DC and FID National Member in Sudan. Journal of Library and Information Sciences (Taipei), V.1 No.2 (Oct. 1975), pp. 82-93.

"Regional Cooperation for ISDS," paper presented at the Third Conference of Southeast Asian Librarians, Jakarta, Indonesia, December 1-5, 1975. 8 p.

The Possibility of Establishing a Regional Centre for the International Serials Data System in Thailand. Paris, UNESCO, 1976. 42 p. (SC-76/WS/7)

"The Third Conference of Southeast Asian Librarians," Leads, V.18, No.1 (March 1976), pp.3-4.

"Proposal for the Establishment of an ISDS Regional Center for Southeast Asia in Thailand," Leads, V.18, No. 2 (July 1976), pp. 4-5.

"Cooperative Regional Bibliographic Projects in Southeast Asia," paper presented at the Library Seminars of the International Association of Orientalist Librarians held in conjunction with the 30th International Congress of Human Sciences in Asia and North Africa, Mexico City, August 3-8, 1976. 17 p.

With Marjorie Rhoades, "Approaches to Development of Water Resources Scientific Information Systems," paper presented at the Second International Conference on Transfer of Water Resources Knowledge, Colorado State University, June 29-July 1, 1977. 19 p.

"Sharing Information Resources Through Computer-assisted Systems and Networking," paper presented at the IFLA/UNESCO Pre-Session Seminar on Resources Sharing of Libraries in Developing Countries, Antwerp University Library (Belgium), August 30-September 4, 1977. 7 p.

RAYMOND S. WILKES

7619 Countryview Drive
Fort Wayne, Indiana 46815

219-482-5751 (Bus.)
219-493-3609 (Home) -

PRESENT POSITION

Assistant to the Chancellor, Coordinator for Advancement, and Associate Professor of Communication at Indiana University - Purdue University at Fort Wayne, 1974 to the present. This combined regional campus offers masters, bachelors, and associate degrees in over ninety fields of study. IPFW currently enrolls just under 10,000 credit students with an additional enrollment of over 6000 students through continuing education programs.

Responsibilities as Assistant to the Chancellor

Advise the Chancellor in all matters of University operation
Review personnel decisions and University budgets
Draft policy statements, documents, and public communications
Act as clearing agent for all routine problems
Represent the University in all faculty and student grievance procedures
Represent the Chancellor to the Boards of Trustees, off-campus people and press

Responsibilities as Coordinator for Advancement

Plan and direct communication programs between the University and its publics
Act as Chancellor's liaison with faculty, students, and other campus personnel
Coordinate and supervise the offices of:

University Relations
Alumni Relations
Sponsored Research and Development
Campus Television and Radio Production

Responsibilities as Associate Professor of Communication

Hold full academic rank in the Department of Communication
Teach one course per semester without cost to the Department
Participate in departmental decisions and committee work
Attend state, regional, and national professional association meetings
Continue instructional development and research in the field of communication

RAYMOND S. WILKES

PAST POSITIONS

Director of Fundamentals of Communication Program and Assistant Professor of Communication, Purdue University at Fort Wayne, 1971-1975

Director of Public Speaking Course and Instructor in Speech Communication, The University of Vermont, 1967-1971

Assistant Director of Forensics and Instructor in Speech, Wayne State University, 1964-1967

EDUCATION

Doctor of Philosophy, Public Speaking and Communication, Higher Education Administration (cognate area), Wayne State University, 1971

Master of Arts, Public Speaking and Communication, Speech Education (minor), Wayne State University, 1964

Bachelor of Arts, Speech Communication and Theatre, Wayne State University, 1963

PROFESSIONAL ASSOCIATIONS

American Association of Higher Education, 1975-present

American Association of University Professors, 1971-1974

Central States Speech Association, 1971-present

Council for Advancement and Support of Education, 1976-present

Indiana Speech Association, 1971-present

International Communication Association, 1972-present

New England Speech Association, (Executive Board Member), 1967-1971

Speech Communication Association, 1964-present

COMMUNITY ACTIVITIES

Board of Directors, Public Television of Fort Wayne, Channel 39, WBGU

Fort Wayne Chamber of Commerce, Legislative Advisory Committee

Free and Accepted Masons of the State of Indiana, Summit City Lodge, No. 170

Lions International, Anthony Wayne Club, Fort Wayne, Indiana

Founder and first President of Countryside Estates Homeowners Association

PERSONAL

Birthdate: April 22, 1941

Family: Married, two children

Health: Excellent

RAYMOND S. WILKES

PROFESSIONAL REFERENCES

Dr. Donald Schwartz, Chancellor
Indiana University-Purdue University
at Fort Wayne
Fort Wayne, Indiana 46805

219-482-5356

Mr. Carl Vandagriff, Director
Office of University Relations
Indiana-Purdue at Fort Wayne
Fort Wayne, Indiana 46805

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Mr. James Thatcher
Vice Chancellor, Financial Affairs
Indiana-Purdue at Fort Wayne
Fort Wayne, Indiana 46805

219-482-5733

Dr. DeWayne Stonebarger, Chairman
Division of Business and Economics
Indiana-Purdue at Fort Wayne
Fort Wayne, Indiana 46805

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Dr. Norman T. London, Chairman
Department of Speech Communication
The University of Vermont
Burlington, Vermont 05401

802-656-3214

Dr. Francis T. Borkowski
Vice Chancellor, Dean of Faculty
Indiana-Purdue at Fort Wayne
Fort Wayne, Indiana 46805

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Mr. John Hobson, Director
Office of Alumni Relations
Indiana-Purdue at Fort Wayne
Fort Wayne, Indiana 46805

219-482-5343

Dr. O. Franklin Kenworthy
Assistant Vice Chancellor
Indiana-Purdue at Fort Wayne
Fort Wayne, Indiana 46805

219-482-5511

Dr. John P. Ulmer
Dean of Student Services
Indiana-Purdue at Fort Wayne
Fort Wayne, Indiana 46805

219-482-5616

Dr. George W. ZiegelmueLLer
Department of Speech Communication
Wayne State University
Detroit, Michigan 48202

313-577-2424

SELECTED ACADEMIC AND ADMINISTRATIVE ACTIVITIES

Continuing Education Programs

Co-developed and taught statewide course in group communication in the classroom, U. of Vermont, 1970; consultant to the production of five educational television programs related to group communication in the classroom.

Directed and taught communication segment of the National Medical Technologists Workshop, Burlington, Vermont, Summer 1969.

Staff teacher in the United Steelworkers of America Summer Institute, Summer 1970.

Northeastern Indiana Coordinator for the Indiana Higher Education Television Workshop, 1975.

Directed and taught communication segment of Business Management Workshop for Pines of America, Inc., 1975.

Directed and taught communication segment of Child Welfare Supervisory Development Program funded under a grant from the Department of Health, Education, and Welfare, 1975.

Northeastern Indiana Coordinator for the Home Presidential Debates funded under a grant from the Indiana Committee for the Humanities, 1976.

Featured speaker for the 123rd Conference on Instruction sponsored by the Indiana State Teachers Association at Marion, Indiana, 1976.

Taught additional courses for continuing education programs at both The University of Vermont and Indiana University-Purdue University at Fort Wayne.

Publications and Papers

Purnell, Sandra E. and Raymond S. Wilkes, "Ethos in Contest Oratory," The Speech Teacher, XVI (September, 1967), 225-229.

Wilkes, Raymond S., "Instructional Systems Approach to the Teaching of Fundamentals of Speech Communication." Patterns of Innovation: An Inventory of Non-Traditional Instructional Activities. Edited by D. Richard Smith. West Lafayette, In.: Purdue University, 1974.

"Methods of Refutation," a paper presented before the Michigan Speech Association, 1964.

Publications and Papers (continued)

"The Use of Content Analysis in the Study of Communicative Behavior in Congressional Hearings," a paper presented before the International Communication Association, Montreal, Canada, 1973.

"Alternative Forensic Activities," a paper presented before the Michigan Speech Association, March, 1974.

Theses

"A Study of the Relationship Between the 'Critic Judge' Decision and the 'Lay Audience' Decision in a Series of Intercollegiate Debates." Masters Thesis directed by Raymond S. Ross, 1964.

"A Content Analysis of Communicative Behavior in Selected Congressional Hearings." Doctoral Dissertation directed by George W. Ziegelmüller and Edward McGlone, 1971.

University Governance

Member of the Purdue University at Fort Wayne Faculty Senate; elective term 1972-1975, administrative appointee 1975-present

Member of Faculty Affairs Committee: Chairman, Secretary

Member of Senate Agenda Committee

Member of Senate Nominating Committee

Member of Joint University Resources Policy Committee

Member of the AAUP Collective Bargaining Study Committee

✓ Drafted the enabling documents and served as administrative appointee to the Indiana U.-Purdue U. at Fort Wayne Ad Hoc Joint Steering Committee. This committee functioned as the interface between the faculties at Indiana University and Purdue University at the time of the merger of the two institutions in Fort Wayne.

✓ Elected member of the Faculty Governance Task Force of the Ad Hoc Joint Steering Committee

Purdue Faculty Senate representative for screening of Chancellor candidates, 1974

Elected member of the Vice Chancellor Search and Screen Committee, 1975

Academic and Instructional Development

Planned and developed instructional television laboratory used in the performance oriented courses, Purdue University at Fort Wayne

Designed classrooms and instructional television laboratories to be included in newly approved academic facilities at Indiana-Purdue at Fort Wayne

Developed and implemented units using an instructional systems approach to the teaching of fundamentals of speech communication

Organized and chaired Faculty Nontraditional Studies Committee for the purpose of planning new approaches to academic learning

Served as administrative representative to Grant's Supervision Committee, Purdue University, West Lafayette, In.

Proposed, planned, and supervised the implementation of the Summer University Experience Program which provides for early entry of high school juniors into college studies

Served as administrative coordinator for External Degree Program, Indiana University

Set designer for Purdue - Indiana Theatre

Producer of theatre, music, and athletic special events television programming

Additional Administrative Responsibilities

Member of the Indiana-Purdue at Fort Wayne Administrative Cabinet

Chairman, Indiana-Purdue at Fort Wayne Committee for Advancement

Acting Officer for Development

Administrative coordinator for Bicentennial programming

Member of the Student Information Service Development Committee (developed computerized student record and registration system)

Coordinator for annual commencement exercises

Member of the Scholarship Advisory Committee

Chairman of the Self Study Committee for North Central accreditation

Acting affirmative action officer, 1975

Final

OHIO UNIVERSITY
INTER-OFFICE COMMUNICATION

DATE April 13, 1978

TO Charles Ping, President

FROM Neil S. Bucklew, Provost

SUBJECT 1978-1979 Planning and Budget Report

In the fall of this academic year, after wide ranging discussions with Faculty, Staff, Students, Alumni and Trustees, the Educational Plan for Ohio University was adopted. In your convocation address to the Faculty, you stressed among others the following themes:

1. We are a residential college community whose primary role is undergraduate teaching, graduate teaching, research and service; whose mission must reach throughout the region in new ways to serve.
2. Our commitment to quality will come about through our striving for stability. Limitation and choices of mission will create the opportunity for increased quality by planning our future in the context of stability.
3. We must strive to create a sense of community that recognizes our interdependence and encourages our cooperative efforts for the common good.
4. Members of our community must accept their individual responsibility to enhance the life of our community and its future by their efforts.

To initiate the Long Range Planning Process, a three year implementation and review process was instituted in October. The 20 units established for planning have in the last six months developed individual three year statements of objectives, presented a detailed budget plan for the period 1978-1981, submitted Pool I requests for new funds for improved performance of current activities and submitted Pool II requests for new funds for new directions and enhanced function of current activities.

POOL I

Pool I funds in the amount of \$400,000 were awarded to the Planning Units on October 14, 1977. (See Appendix I for detail of distribution.) These determinations were reviewed by the Budget Advisory Committee for 1977-1978.

The University Planning Advisory Council has reviewed and evaluated the statements of objectives, reviewed the detailed budget plans of the 20 planning units, recommended the awarding of Pool II enhancement funds, reviewed the income and expenditure estimates, considered the sub-committee report on tuition and fees, recommended a schedule of fees for my consideration and concurred in the compensation level recommended in the earlier planning parameters.

BUDGET REVIEW

The Deans and Vice Presidents have met extensively in the last month on the question of meeting one of the major goals of Ohio University, "to attain and maintain stability for the future." To accomplish this goal, wide-ranging structure and base budget reviews were undertaken.

The Deans and Vice Presidents have concluded their base stabilization review and the University Planning Advisory Council has reviewed these reductions and alternatives in the organizational and structural area and concurred in their implementation.

The advice and counsel of these two groups has been of great help in arriving at our base stabilization recommendations.

The detail of this program of changes is attached as Appendix 2 to this report. A few comments may be of help in following the action of this most complex analysis and activity.

Permanent reductions of base budgets spread over three years of \$890,706 were enacted. These reductions for the 20 planning units ranged from 0% to 3.6% with an average of 2.3% for the three years. Additional income of \$104,723 was also identified and recommended for a net improvement of almost \$1 million in the stabilization program.

The budget figures used as a base to begin this review included reinstatement of all temporary reductions and the addition of Pool I funds. This meant that even after the reductions were enacted and Pool I was added, only a few units had a revised base that was as low as the actual dollars available in 1977-1978. All the others have a base which is actually higher than available in the current year.

ALTERNATIVES

A special activity undertaken by the Deans and Vice Presidents and by the University Planning Advisory Council, involved review of structural changes. These changes were designed to implement economies in administration and hopefully also improve the functions of the programs involved. Over twenty such ideas were explored during the discussions. There was a broad consensus that several of these structural changes should be planned for early implementation.

One such change involves the decentralization of much of the student service and record-keeping functions of graduate programs. It was felt that economies could be realized by assigning some of these functions to the degree colleges or to administrative units currently fulfilling similar tasks. It is the opinion that this change can occur without eroding the critical responsibilities of the Graduate Office in graduate program development and research coordination. In fact, it was generally felt that the decentralization of administrative and bureaucratic tasks would relieve the Graduate Office and allow them to concentrate on graduate programs and research development. No one currently employed by the Graduate College will be terminated, but reassignments to other units are likely.

A small task force has already begun to study ways to implement the proposed changes; that group will be expanded to include two additional faculty members who are members of the Graduate Council or are departmental graduate chairmen. The task force is charged with preparing a plan to implement a decentralization of some of the functions now performed by the Graduate College; the plan will include a schedule of when the changes can occur. The task force will complete its report by the end of May; when completed, the report will be discussed with the University Planning Advisory Committee prior to implementation.

A central office concerned with graduate education and research will remain. Appropriate titles for the office and its chief officer are being discussed. One option is to call it the Office of Graduate Studies and Research and its chief officer a dean. Another possibility is to make the unit part of the Provost's Office; the administrator in charge would become an Associate Provost or Vice Provost for Graduate Affairs and Research. In either case this academic administrator will continue to work with the Graduate Council and the Graduate Student Council. The office will emphasize graduate program development and promotion. This will include working with the existing colleges and departments to enhance their current programs and to review areas of program expansion. The office will take a leadership role in seeking external support for graduate education from government, industry and other sources. The office will also give assistance to graduate programs of an interdisciplinary nature and programs designed to serve non-traditional students. The office will also provide assistance to the departments and colleges in graduate student recruitment.

The Office of Graduate Studies and Research will also give leadership to expansion of research and grant activities on the campus. This will include coordination of proposal development and external promotion of research and grant activities.

It was the opinion of the Special Planning Retreat and the University Planning Advisory Council that the structure change envisioned in graduate programming and research could realize economies for the University and also increase the institution's effectiveness in graduate education and research.

Another recommended structural change involved developing a close working relationship between Telecommunications and the College of Communications. The working relationship to date has been quite excellent and should form

the basis for additional cooperation. It has not been determined at this date whether a formal organizational change will need to occur in order to accomplish the end. The Vice Provost for Regional Higher Education, the Dean of the College of Communications and the Director of Telecommunications have begun discussing ways in which the Telecommunications operation can serve instructional purposes and the faculty of the College can contribute to Telecommunications' programming. The three administrators will become a task force to study ways to implement a formal plan of closer cooperation; additional faculty and staff will be added to the task force..

Additional structural changes are under review for possible implementation at a later date. The University Planning Advisory Council will be asked to review these matters in the future to determine if they offer ways of implementing economy at the University without eroding important program needs of the institution.

An important point which I feel should be stressed is that the Board of Trustees budget approved in January established a spending level of \$38,881,849. The budget plan presented here for your review and comment presents a balanced budget of \$41,935,000, an increase over this year of \$3,053,151. (See Appendix 3 for specific detailed information.)

POOL II

Pool II awards for new directions and enhancements were awarded after lengthy consultation with the UPAC and its Task Forces. This two month process resulted in an initial identification of 48 items at a cost of \$828,657 from a total request pool of some \$1.4 million.

The final review identified 20 items costing \$400,000 that were grouped into three awards categories:

- Category 1: to be authorized immediately and allocated effective July 1, 1978.
- Category 2: to be authorized and allocated November 1, 1978 if income estimates are realized.
- Category 3: to be authorized for planning purposes and allocated July 1, 1979. (These items might also be released for implementation during 1978-1979 if resources permit.)

Five major functions were served by the allocation of Pool II funds:

A. Program enhancement resulting in increased enrollment

Engineering Faculty	M.A. Administration
Marketing Faculty	Women's Studies
Journalism Faculty	Industrial Chemistry
Accounting Faculty	Industrial Hygiene
Dance Faculty	

B. Program enhancements resulting in increased quality

Library Acquisitions
English Composition
New Facilities

C. Program enhancements in order to meet policy mandates and University goals

WICA
Black Faculty Scholarships

D. Improved Student recruitment and retention

Northeastern Recruitment	Skills Development
Recruitment Arts & Sciences	Graduation Check Sheet
Career Information	

E. Improved Graduate Education

Engineering G.A.s	Journalism T.A.s
Fine Arts T.A.s	Graduate Stipend

Appendix 4 displays Pool II awards in summary form.

ENROLLMENT

Estimates of 1978-1979 enrollments have been subjected to rigorous review since the July 1977 preliminary estimates. A special sub-committee chaired by Dean Lin has evaluated the assumptions of the projection system and three additional enrollment analyses have been conducted in the last eight months. Estimated enrollment totals approximate those of 1977-1978.

The Deans' Council has reviewed graduate enrollments on April 3, 1978. We believe that our enrollment estimates are as accurate as possible at this date. Obviously, additional refinements will result as we move closer to the opening of the Fall quarter. Reasonable expectations for the most creditable forecasts are in the range of 2% variance. We believe that this degree of precision for enrollment and income estimates is attainable.

TUITION

The tuition and fee recommendations were studied by a special task force of the University Planning Advisory Council.

All considerations of fee increases were based on the assumption that it was essential to have Ohio University's undergraduate fees more like other public institutions in Ohio and to maintain the middle-range ranking at the graduate level. In addition, there was a firm commitment to make only a modest increase in the general fee. The fee increases proposed reflect these commitments and produce only the essential amount of income necessary. The recommended tuition and fee schedule is shown in Appendix 5.

Fee increases at Ohio University for 1978-1979 fall will be five to seven percent. Other public residential campuses in Ohio are expected to

implement increases from eleven to fourteen percent. Although fee increase data is still incomplete, it does appear that proposed increases at Ohio University will be below the average in the state for undergraduate and graduate students.

COMPENSATION

The University Planning Advisory Council reaffirmed the high priority of the University regarding compensation increases for the faculty and staff. The University Planning Advisory Council recommended that the 8% compensation pool for continuing faculty and contract staff be adopted for 1978-1979, and that similar increases be planned for 1979-1980 and 1980-1981.

It appears that the 8% compensation pool will assist in improving the University's competitive position among comparable state institutions in Ohio. Although most institutions have not yet concluded their compensation plans, discussions with representatives of other schools indicate that most increases will be in the range of 4½% to 7%, although one institution is likely to grant salary increases beyond 7%.

The proposed budget includes funds for the Civil Service step increases and, for the anticipated Civil Service salary increases being considered by the Legislature and for a number of compensation increases. Graduate students' stipends will be increased to offset the general fee increase. The University Planning Advisory Committee recommended that graduate stipend amounts be studied for increases in the 1979-1980 budget.

CONCLUDING REMARKS

The detail of these discussions is contained in Appendix 6 which are the income and expenditure estimates for 1978-1979. I believe that the budget plan presented here for your consideration gives the University an opportunity to:

1. increase its opportunities for stability to function, program and finance;
2. continue our program of salary enhancement;
3. improve our relative position for tuition and fees within the state system; and
4. to allocate dollars for new directions for the institution that will enhance our capacity to face the challenges of the next decade.

I believe that we have achieved a stability, a tight but fiscally responsible budget and a stable enrollment. As a consequence, we can reasonably project resources for the years immediately ahead. Now we face some choices and opportunities.

Obviously we have learned a great deal in the initial operation of the planning process. Changes will result from these experiences; one of which will be the earlier discussion of substantive issues of structure.

NSB:bcv

Enclosures

DISTRIBUTION OF POOL I FUNDS

The resources from Pool I have been distributed across five categories of program effort to continue to improve the function of the University in conformity with the Education Plan.

- I. Stabilization of Function - To guarantee retention of faculty and staff in the continuing budget base at authorized levels.

<u>Planning Unit</u>	<u>Amount</u>	<u>Explanation</u>
College of Arts and Sciences	\$ 80,000	
Library	30,000	
O. U. Press	4,000	
Operations	10,000	The storeroom function will abolish the 12% surcharge to all units on the general fund over the next three years, commencing in 1978.
Sub Total I	<u>124,000</u>	

- II. Restoration of Academic or Service Function - Past budget reductions, new costs, and chronic inflation have resulted in some new needs going unmet or in existing functions being eliminated. In an effort to address this problem, certain allocations are made to University program units:

A. Faculty and Staff

Communications	11,000	Graphics Instruction
Education	15,000	Nurse Faculty
Engineering	15,000	Engineering Specialist
Fine Arts	9,000	Conductor, Oboist
Public Information	5,000	1/4 FTE + graphics
Ohio Review	3,000	
Graduate College	<u>5,000</u>	Research Support
Sub Total A	63,000	

B. Equipment, Service & Supplies

Arts and Sciences	4,000	
Communications	12,000	
Engineering	10,000	
Fine Arts	6,000	
Library	8,058	Acquisitions
Telecommunications	2,500	
Student Affairs	2,000	Lighting-Mem. Auditorium
Information Services	27,081	Graduation check list for enhanced student advising
Sub Total B	<u>71,639</u>	

Sub Total II 134,639

III. Enhancement of Student Life - To improve student life, administrative services for students, academic and support services for students, the following distributions are made:

<u>Planning Unit</u>	<u>Amount</u>	<u>Explanation</u>
Women's Intercollegiate Athletics	\$ 7,500	Women's student locker room
Forensics	2,000	
Intramurals	10,000	
Honors Tutorial College	1,000	Student recruiting
International Studies	5,000	Advising
Operations	50,000	Refurbishing of student and academic areas
Student Affairs	20,500	
Financial Clerk	11,000	
Admission recruiting	2,500	
Publications	500	
Refurbish 1804 Lounge	6,500	
University College	4,478	Study and reading skills courses
Provost Office	<u>5,000</u>	Minority tutoring
Sub Total III	<u>105,478</u>	

IV. Health and Safety - To improve or maintain health and safety for the campus community:

Operations	20,000	Environmental Safety and Control System
Operations	2,000	Weather Teletype - Airport
Hudson Health Center	10,000	Medical liability insurance for staff and premises
Sub Total IV	<u>32,000</u>	

V. Policy Mandates

Information Services	3,883	Computer staff reclassification - mandated by State Agency Appeal Board
Sub Total V	<u>3,883</u>	

GRAND TOTAL - I thru V \$400,000

DETAIL FOR POOL I DISTRIBUTION

<u>Planning Unit</u>	<u>Amount</u>	<u>Explanation</u>
Afro-American Studies	\$ 5,000 *	Minority tutoring assistance provided for
Arts & Sciences	84,000	80,000 stabilization; 4,000 equipment (one-time)
Athletics	7,500	WICA locker room (one-time)
College of Business Administration	19,500 *	Provisions for tutoring program, graduation check sheet system and terminal made
Communications	25,000	Sound spectograph 9,000 (one-time); RTV equipment 3,000 (one-time); graphics instruc- tion 11,000; Forensics 2,000; Year II Forensics 4,000
Education	25,000	15,000 nursing faculty; 10,000 intramurals for service increase
Engineering & Technology	25,000	15,000 Tech.; 10,000 equipment (one-time)
Fine Arts	15,000	9,000 faculty replacement; 6,000 equipment (one-time); faculty compensation to be addressed as a matter for consideration in the compensa- tion discussion
Graduate College	5,000	Research support for faculty
Honors Tutorial College	1,000	Recruiting for students
Institutional Services	10,883	3,883 computer staff reclassification; 4,000 O.U. Press; 3,000 Ohio Review, both for two additional years
International Studies	5,000	Advisor; commitment of 8,000 more in 1979-80
Library	38,058	Improved function 30,000; 8,000 increased acquisitions--25,000 for acquisitions for 1979-80
Operations	82,000	10,000 for storeroom with 4% reduction in surcharge--same in 1979-80 and 1980-81; 20,000 environmental control; 2,000 weather teletype; 50,000 maintenance for special improvements in specified academic and student areas. Provide terminal.
Telecommunications	2,500	Transmitters (one-time)

*Funds for these projects carried in other unit accounts.

Student Affairs	\$ 32,500	11,000 account clerk; 10,000 malpractice; 2,500 "phone power"; 500 academic calendar (one-time); 6,500 1804 Lounge (one-time); 2,000 Memorial Auditorium lighting; 1/2 handicapped counselor 1979-80
University College	4,478	Study skills and reading skills courses expansion and computer terminal
University Relations	5,000	Personnel in public information
Special	5,000	Minority tutoring
Special	27,081	Computer 22,581 (one-time); 33,840 for completion in 1979-80
Special		15,000 in 1979-80 and 15,000 in 1980-81 for English Comp. Requirement. Start-up costs for 1978-79 will be considered as part of Pool II. The responsibility for submitting cost proposals will be given to the new English Composition Advisory Committee.
TOTAL	<u>\$400,000</u>	

CONSIDERATIONS FOR SUBSEQUENT YEARS
1979-80 through 1982-83

<u>Planning Unit</u>	<u>Description</u>	<u>1979-80</u>	<u>1980-81</u>	<u>1981-82</u>	<u>1982-85</u>
Athletics	WICA Grants	12,000	12,000	12,000	12,000
Communications	Forensics	4,000			
Institutional Services	OU Press	4,000	4,000		
	OU Review	3,000	3,000		
International Studies	Raise Advisor to 1.0	8,000			
Library	Acquisitions	25,000			
Operations	Storeroom Surcharge	10,000	10,000		
Student Affairs	½ FTE handicapped advisor	6,000			
English Comp.	Requirements	15,000	15,000		
Computer	Check Sheet System	<u>33,840</u>			
Total		\$120,840	\$44,000	\$12,000	\$12,000

OHIO UNIVERSITY
INTER-OFFICE COMMUNICATION

DATE April 5, 1978TO Vice Presidents, Deans, Members of University Planning Advisory CouncilFROM Neil S. Bucklew, ProvostSUBJECT Budget Stabilization Review

Enclosed are the materials based on our review of unit base budgets and the list of special alternatives.

The review of unit base budgets resulted in \$451,706 of permanent base expense reductions in the operating units and \$254,900 of temporary phased in reductions for a total of \$706,606 in 1978-79, as well as, additional income amounting to \$19,723. There is a total of \$765,706 of permanent base reductions over the period of 1978-81.

The alternatives list that we considered resulted in permanent base expense reductions of \$45,000 plus \$85,000 additional income in 1978-79 and \$45,000 additional base expense reductions in 1979-80. All of this results in a total reduction of base expenditures of \$751,606 and \$104,723 additional income for 1978-79 or a total of \$890,706 expenditure reduction and \$104,723 additional income for the period of 1978-1981.

NSB:bcv

Enclosures

BUDGET STABILIZATION REVIEW
Summary Sheet

	<u>1978-79</u>	<u>1979-80</u>	<u>1980-81</u>	<u>TOTAL</u>
Permanent Base Reduction	\$451,706	\$162,000	\$152,000	\$765,706
Alternatives	45,000	45,000	---	90,000
Sub-Total (Hard \$)	496,706	207,000	167,000	
Temporary Reductions (Soft \$)	<u>254,900</u>	101,000	---	<u> </u>
TOTAL EXPENSE	<u>\$751,606</u>			<u>\$855,706</u>
Income	\$104,723			\$104,723

BUDGET BASE REDUCTIONS BY FUNCTIONAL AREA
Three Year Period 1978-81

Planning Units	YEAR I		YEAR II		YEAR III	1978-81
	Base Reductions	Temporary Reductions	Base Reductions	Temporary Reductions	Base Reductions	Base Reductions
Afro-American Studies	\$ 8,000	\$ ---	\$ ---	\$ ---	\$ ---	\$ 8,000
Arts & Sciences	93,000	100,000	55,000	50,000	55,000	203,000
Athletics	8,100	5,000				8,100
Business Administration *	41,559	9,000	4,500	4,500	4,500	50,559
Communications *	27,500	9,000	4,500	4,500	4,500	36,500
Education	40,000	60,000	30,000	30,000	30,000	100,000
Engineering	-0-	5,000	---	---	---	-0-
Fine Arts	25,420	30,000	18,000	12,000	18,000	61,420
Graduate	7,300	5,000	---	---	---	7,300
Institutional Services	14,830	---	5,000	---	5,000	24,830
Library	14,000	7,500				14,000
Operations	80,522	---	25,000	---	25,000	130,522
Telecommunications	14,000	---	---	---	---	14,000
Student Affairs	45,375	20,000	20,000	---	---	65,375
University College	2,000	4,400	---	---	---	2,000
University Relations	5,000	---	---	---	5,000	10,000
Information Systems	25,100	---	---	---	5,000	30,100
Sub-Total	<u>\$451,706</u>	<u>\$254,900</u>	<u>\$162,000</u>	<u>\$101,000</u>	<u>\$152,000</u>	<u>\$765,706</u>

TOTAL EXPENSE \$706,606

Additional Income \$ 19,723

\$ 19,723

Honors Tutorial College and International Studies had no reductions.

* The method of meeting reductions for the College of Communications and Business Administration are being re-evaluated.

DETAIL FOR BUDGET BASE REDUCTIONS

<u>Planning Unit</u>	<u>Amount</u>	<u>Explanation</u>
Afro-American Studies	\$ 8,000	Reduction of base by deletion of vacant position (1/2) and administrative reduction.
Arts and Sciences	203,000	Reduction phased in over three years. 1978-79 \$93,000 reduction of base by net of position variances and retirements (\$73,000) and (\$15,000) support reduction. 1979-80 and 1980-81 \$55,000 per year reduction of base.
Athletics	8,100	Reduction of base by eliminating three grants in aid and \$5,000 one time position turnover variances.
Business Administration	50,559	Reduction of base phased in over three years. 1978-79 \$41,559 position retirement (\$16,589) reduction of support administrative activity and non-teaching stipends (\$24,970) 1979-80 and 1980-81 \$4,500 reduction of base.
Communication	36,500	Reduction phased in over three years. 1978-79 \$27,500 from position variances (\$25,000) and support reduction (\$2,500) 1979-80 and 1980-81 \$4,500 per year reduction of base.
Education	100,000	Reduction of base phased in over three years. 1978-79 \$40,000 reduction of base by net of position variances and retirements and reductions of support. 1979-80 and 1980-81 \$30,000 per year reduction of base.
Engineering	5,000	No reduction of base, 1978-79 one time reduction of \$5,000 from position variances.
Fine Arts	61,420	Reduction of base phased in over three years. 1978-79 \$25,420 from support, student labor and college funded summer school support categories. 1979-80 and 1980-81 \$18,000 per year reduction of base.
Graduate College	7,300	Reduction of base by reductions in six support categories; one time 1978-79 savings of \$5,000 from administrative and support variances.

<u>Planning Unit</u>	<u>Amount</u>	<u>Explanation</u>
Honors Tutorial	\$ --	No reductions
Institutional Services	24,830	Reduction of base phased in over three years from position and consultant reduction and utilization of philanthropic funding 1979-80 and 1980-81 \$5,000 per year reduction of base.
Library	14,000	Base reduction by staff support vacancy and one time reduction of \$7,500 from position variances.
Operations	130,522	Base reduction by staff reduction (\$16,800), airport fee increase (\$1,000) reduction of contingency (\$17,424) and \$45,298 from position vacancies and internally generating savings. 1979-80 and 1980-81 \$25,000 per year permanent base reductions from staff support vacancies related to reduced space or from position variances.
Telecommunications	14,000	Reductions in base from internally generated savings.
Student Affairs	81,700	Base reductions by staff reductions (\$34,269) position variances (\$10,731) increased income (\$16,325) program deletion (\$20,400) base reductions 1978-79 \$61,700 1979-80 \$20,000.
University College	5,398	Base reduction and one time positions variance savings (\$4,400) base reduction involves increased income (\$3,398) \$2,000 reduction in one program fund.
University Relations	10,000	Permanent reduction in base by position variances and program reallocation. 1978-79 \$5,000, 1979-80 \$5,000.
Information Systems	30,100	Permanent base reduction program vacancy (\$15,467) program reallocation (\$9,633) \$25,100 in 1978-79 and \$5,000 in 1980-81.
International Studies	--	No reductions
Total	\$790,429	

The above schedule of base expenditure reductions results in \$765,706 and additional income of \$19,723 over a three year period. For 1978-79 the total of permanent and temporary base reductions will be \$706,606 plus additional income amounting to \$19,723.

BUDGET BASE REDUCTION
Considerations from Alternatives List

<u>Item</u>	<u>Amount</u>	<u>Explanation</u>
<u>Expenditure Reductions</u>		
Graduate College and Research Office	\$ 60,000	Transfer administrative and support functions to degree granting colleges and similar function administrative units; savings 1978-79 \$30,000 and 1979-80 \$30,000.
Telecommunications and College of Communication	30,000	Increase cooperation between Telecommunications and the College of Communication to create enhanced instructional, service opportunities; savings 1978-79 \$15,000 and 1979-80 \$15,000.
<u>Increased Income</u>		
Application Fee Income	45,000	Increase graduate application fee to same level as undergraduate application fee.
Direct Cost Recovery	40,000	Improve review and control of reimbursement for services in support of grant activity. Responsibility of Controller's Office.
Total Expense Reductions	1978-79 - \$45,000	Savings 1979-80 - \$45,000
Total Income	1978-79 - \$85,000	

REVISED BUDGET PLAN, FY 1978-79

Planning Unit	1977-1978	1977-78 Authorized Spending 1/1/78	1978-79 Budget After Stabilization Project	Pool 1	Pool 2	1978-79 Tentative Budg Base Without Comp. Inc
	Original Board of Trustees Budget (9/1/77)					
Afro-American Studies	\$ 262,362	\$ 247,362	\$ 254,362	\$ 0	\$ 0	\$ 254,362
Arts & Sciences	9,024,899	8,982,949	8,863,899	84,000	67,000 ^c	9,014,899
Athletics	930,494	925,494	917,394	0 ^d	27,000	944,394
Business	1,840,000	1,830,000	1,814,441	0	39,000	1,853,441
Communications	1,640,987	1,630,487	1,606,487	25,000	17,600	1,649,087
Education	3,148,796	3,023,796	3,073,796	25,000	0	3,098,796
Engineering/Technology	1,336,000	1,321,500	1,331,000	25,000	25,100	1,381,100
Fine Arts	2,470,390	2,438,390	2,432,970	15,000	39,000	2,486,970
Graduate College	1,985,989	1,945,989	1,988,689	5,000	12,000	2,005,689
Honors College	143,000	131,000	144,000	1,000	0	145,000
Institutional Services	1,106,981	1,209,632	1,128,151	12,000	0	1,140,151
International Studies	174,287	173,287	175,287	5,000	0	180,287
Library	1,671,006	1,653,006	1,649,506	38,058	35,000	1,722,564
V.P. for Operations	7,877,469 ^a	7,538,795	7,526,947	89,500 ^d	72,000	7,688,447
Telecommunications	473,695	468,695	444,695	2,500	0	447,195
Student Affairs	3,230,186 ^b	3,256,008	3,147,786	32,500	24,000	3,204,286
University College	255,792	238,792	254,392	4,478	14,000	272,870
University Relations	543,857	539,857	547,857	5,000	0	552,857
Information Systems	1,326,810	1,326,810	1,304,710	30,964	28,300	1,363,974
Total	<u>\$ 39,443,000</u>	<u>\$ 38,881,849</u>	<u>\$ 38,606,369</u>	<u>\$ 400,000</u>	<u>\$ 400,000</u>	39,406,369

Increments in addition to Pools I and II:

- a. Includes capital improvements transfer from institutional reserve.
- b. Includes Baker Center subsidy transfer from institutional reserve.
- c. Includes English Composition Program.
- d. \$7,500 for WICA locker room renovation in Operations capital improvement category

Civil Service Pay Bill (pending)	400,000
Contract Compensation Increases	1,527,000
Civil Service Step Increases	232,000
Addition to current Reserve	100,000
Utility Increase	200,000
Fee Waiver Due to Fee Increase	142,000
Deferred Pool II Commitments	(142,369)
Union Agreement (General Program Only)	70,000

TOTAL BUDGET BASE 1978-79

\$ 41,935,000

DISTRIBUTION OF POOL II FUNDS

<u>Planning Unit</u>	<u>Request</u>	<u>Awards</u>	<u>Category</u>
1. Student Affairs	Northeastern U.S. Recruiter	\$ 16,000	1
2. Library	Library Acquisition	35,000	2
3. Engineering	Engineering G.A.'s	5,600	1
4. Engineering	Engineering Faculty	19,500	3
5. Business Administration	Marketing Faculty	19,500	3
6. Arts and Sciences	English Composition	25,000	1
7. College of Fine Arts	Fine Arts G.A.'s	26,000	1
8. Communication	Journalism G.A.'s	5,600	1
9. Operations	New Facilities and Preventive Maintenance	72,000	2/3
10. Arts and Sciences	M.A. Administration	10,000	3
11. Communication	Journalism Faculty	12,000	3
12. Arts and Sciences	Black Faculty Scholarship	10,000	3
13. Business Administration	Accounting Faculty	19,500	3
14. Special	Graduate Stipend	12,000	1
15. Information Systems	Graduation Check Sheet	28,300	2/3
16. Student Affairs	Career Information	8,000	2
17. University College	Skills Development	14,000	3
18. Athletics	WICA	27,000	1
19. Arts and Sciences	Recruitment Arts and Sciences	8,000	2
20. College of Fine Arts	Dance Faculty	13,000	3
21. Arts and Sciences	Women's Studies	8,500	2/3
22. Arts and Sciences	Industrial Chemistry	4,500	2
23. Arts and Sciences	Industrial Hygiene	1,000	2
TOTAL		<u>\$400,000</u>	

Category 1 to be authorized immediately and allocated effective July 1, 1978.

Category 2 to be authorized and allocated November 1, 1978 if income estimates are realized.

Category 3 to be authorized for planning purposes and allocated July 1, 1979. (These items might also be released for implementation during 1978-1979 if resources permit.)

COMPARISON OF UNDERGRADUATE STUDENT FEES

ATHENS CAMPUS

1977-78 TO 1978-79 (PROPOSED)

	1977-78 FEES		FALL 1978 (Proposed)		Quarterly Increase
	Spring Qtr.	Annual	Fall Qtr.	Annual	% Increase
Instructional Fee	\$260	\$780	\$277	\$831	6.5%
General Fee	\$ 70	\$210	\$ 75	\$225	7.1%
TOTAL	\$330	\$990	\$352	\$1,056	6.7%
Non-Resident Surcharge	\$425	\$1,275	\$448	\$1,344	5.4%

COMPARISON OF GRADUATE STUDENT FEES

ATHENS CAMPUS

1977-78 TO 1978-79 (PROPOSED)

	1977-78 FEES		FALL 1978 (Proposed)		Quarterly Increase
	Spring Qtr.	Annual	Fall Qtr.	Annual	% Increase
Instructional Fee	\$310	\$930	\$333	\$999	7.4%
General Fee	\$ 70	\$210	\$ 75	\$225	7.1%
TOTAL	\$380	\$1,140	\$408	\$1,224	7.4%
Non-Resident Surcharge	\$425	\$1,275	\$448	\$1,344	5.4%

OHIO UNIVERSITY
GENERAL UNIVERSITY PROGRAMS
INCOME ESTIMATES FOR PLANNING

<u>Income Source</u>	<u>1976-77 Actual</u>	<u>1977-78 Preliminary</u>	<u>1978-79 Estimated</u>
State Appropriation	\$20,001,943	\$20,375,000	\$21,735,000
Civil Service Paybill	-0-	-0-	400,000
Student Fees	14,390,252	15,681,000	16,920,000
Other Income	<u>2,290,113</u>	<u>2,838,000</u>	<u>2,880,000</u>
Total	<u>\$36,682,308</u>	<u>\$38,894,000</u>	<u>\$41,935,000</u>

Table IV

OHIO UNIVERSITY
PRELIMINARY DISTRIBUTION OF GENERAL
UNIVERSITY RESOURCES

<u>Category</u>	<u>1976-77 Actual</u>	<u>1977-78 Authorized Base</u>	<u>1978-79 Estimated</u>
Base Budgets	\$36,682,308	\$39,698,000	\$40,170,000
Compensation Increases			
Contract			1,527,000
Civil Service (Automatic Step)			232,000
Civil Service Paybill			400,000
University Reserve			100,000
Pool II			<u>258,000</u>
Total	<u>\$36,682,308</u>	<u>\$38,881,849*</u>	<u>\$42,687,000</u>
Reductions per Retreat			(752,000)
Total			<u>\$41,935,000</u>

UNIVERSITY PLANNING ADVISORY COUNCIL

Neil Bucklew, Provost (Chairman)
 Patricia Chandler, Graduate Student Council
 Samuel Crowl, English
 William Dorrill, Arts and Sciences
 Ivan Harper, Operations
 James Hartman, Student Affairs
 Robert Ingham, Chemistry
 Henry Lin, Fine Arts
 James Olsen, Ohio University - Zanesville
 Gene Reed, Administrative Senate
 Roger Rollins, Physics
 Gary Schumacher, Psychology
 Byron Scott, Journalism
 Doug Kenny, Student Senate
 Shirley Slater, Home Economics
 John Stinson, Organizational Sciences
 Robert Williams, Industrial and Systems Engineering

Invited to Participate in UPAC Sessions

John McDonald, Director of Affirmative Action
 Gene Peebles, Vice President for Operations

Planning Staff

Gerald Faverman, Vice Provost for Planning and Program Development
 Charles Harrington, Director of Information Systems
 William Kennard, Treasurer
 James Perotti, Associate Provost
 Theodore Kohan, Assistant to the Vice President and Dean of Students

Provost's Office
 September, 1977

Bob M
Final Copy

GUIDELINES FOR DISTRIBUTION
OF
SALARY INCREASE 1978-79

1. There will be a salary increase of 8% in the aggregate for 1978-79: (Funds have been set aside to cover the increased costs of retirement and workmen's compensation.)
2. The dollars will be distributed to major units based on the percent of the total represented by their continuing personnel and continuing visiting positions.
3. The dollars will be distributed primarily according to merit. The following guidelines will be followed:
 - a. each individual will receive a minimum increase of 4% for merit and other base adjustments.*
 - b. Maximum increases including merit and other base adjustments will be 12%.*
4. Each Dean or Vice President may use up to $\frac{1}{2}\%$ primarily for special merit adjustments. The remaining $7\frac{1}{2}\%$ will be distributed to departments which will be responsible for recommending merit increases.** College or division practices for determining increases for chairpersons and directors will be continued.
5. National and regional comparisons of faculty salaries, rank by rank, show that Ohio University compares less favorably at the professor and associate professor ranks than at the lower ranks. Each department is to give consideration to this issue as they determine salary increases.

*In some instances increments may be granted which are less than 4% of more than 12%; prior approval must be received from the Dean or Vice President and the Provost.

**This amount will normally be distributed to units based on their proportion of the base of continuing personnel and continuing visiting positions. Exceptions to this distribution must be reviewed with the Provost.

NSB
4/18/78

APR 4 1978

OHIO UNIVERSITY
INTER-OFFICE COMMUNICATIONDATE April 3, 1978TO Charles Ping, President of Ohio UniversityFROM Arthur Marinelli, Chairman - Ohio University Honorary Degree CommitteeSUBJECT Selections for Honorary Degree

The Honorary Degree Committee recommends that Ohio University award honorary degrees to the following persons at the June Commencement, if at all possible. If this is not possible, then at the earliest moment convenient for all concerned.

Richard W. Eddy
Jeanette G. Grasselli
Ruby Mercer
Eugene F. Rinta

I assume the committee recommendation made earlier this year concerning the honorary degree for Walter Cronkite will be acted upon so that Dean Wilhelm can make arrangements for June or some later convenient time for the conferral of that degree. (Recommendation is attached.)

AM/mc

*Arthur J. Marinelli
Professor Business Law
and Chairman Ohio University
Honorary Degree Committee*

Agenda page 2
number

APR 4 1978

OHIO UNIVERSITY

Inter-Office Communication

DATE April 3, 1978TO Charles Ping, President of Ohio UniversityFROM Arthur Marinelli, Chairman - Ohio University Honorary Degree CommitteeSUBJECT Honorary Degree - Richard W. Eddy

The Honorary Degree Committee recommends that Ohio University award the honorary degree, Doctor of Science, to Richard W. Eddy.

After graduating with a B.S. in Chemistry from Ohio University, he went to work as a chemist at Union Carbide Corporation and later served as a ranking officer of their multi-national corporation with a variety of responsibilities in chemicals, plastics, marketing, and customer relations.

His nationally recognized leadership is evidenced not only with the senior responsibilities he has had at Union Carbide, but as president of the Drug, Chemical and Allied Trades Association and as National Account Marketing Association "Marketing Man of the Year" in 1977. A graduate and friend of Ohio University, he has nurtured a relationship of high purpose and notable accomplishment between his alma mater and himself.

AM/mc

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~~February~~ 1, 1977

HONORARY DEGREE - NOMINATING FORM

In order to act on a nomination the Honorary Degrees Committee needs all pertinent information about the nominee. Please supply as much information as possible. Whenever possible supporting data should be attached separately.

Name of Nominee: Richard W. Eddy

Place and Date of Birth: Flushing, Ohio, April 1, 1918

Position: Senior Vice President, Chemicals and Plastics,
Union Carbide Corporation

Academic Degrees Earned and Institutions Granting Them:

B.S. (Chemistry) Ohio University, 1940

M.S. (Organic Chemistry) Massachusetts Institute of Technology 1948.

Honorary Degrees and Institutions Granting Them:

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Vocations Experience:

Joined Union Carbide Corporation upon graduation from Ohio University in 1940 as a laboratory technician at the South Charleston, West Virginia plant of the Chemicals Division. Moved to the Divisions New York office in 1948, serving first in the new chemicals sales development and later as general manager - chemicals intermediates. He was appointed vice-president and business area general manger of the Chemicals Division in 1965. He became executive vice-president of the Chemicals and Plastics Operations Division in 1967 and was moved to the Process Chemicals Division as executive vice-president in 1968. He became assistant group manager for Chemicals and Plastics when that area of the Corporation's business was restructured early in 1972. He was appointed senior vice-president with responsibility for marketing and customer relations in 1974, and in 1976 assumed the added responsibility for the international department of Chemicals and Plastics.

Other Experience or Activities Relevant to Nomination:

Important Publications:

Membership in Learned Societies, Professional Associations, Civil Organizations:

American Chemical Society
Synthetic Organic Chemical Manufacturers Association
Society of Chemical Industry
Commercial Chemical Development Association
Drug, Chemical, and Allied Trade Association
Soap and Detergent Association
Salesmen's Association of the American Chemical Industry
The Chemists' Club
American Ordnance Association
Armed Forces Chemical Association
National Account Marketing Association
Ohio University Alumni Association
M.I.T. Alumni Association
Association of the U.S. Army

Significant Honors Attained:

Past president of the Drug, Chemical, and Allied Trades Association.
Past president of the New York Chapter of the Armed Forces Chemical Association.
Ohio University Alumni Association Certificate of Merit 1967.
NAMA (National Account Marketing Association) Marketing Man-of-the-Year 1977.

Exceptional Achievements or Contributions:

During World War II he served as a Major in the U.S. Army Chemical Corps and was awarded the Croix de Guerre with three palms while attached to the Corps. Expeditionnaire Francais in Italy.

Special Relationship to Ohio University:

Although he was born in Flushing, his family moved to Athens and he obtained his education in Athens schools. He attended Ohio University 1936-1940 and received the B.S. degree with a major in Chemistry in 1940. Members of his family still reside in this area. He has been a loyal supporter of Ohio University and is a member of the Trustees Academy.

Other Sources of Information Which Could be Consulted About the Nominee:

Personal Evaluation of Nominee:

Mr. Eddy has been away from Ohio University so long that no one in the Chemistry Department knows him intimately. He is an individual who has risen to a top level administrative position with a major corporation because he has had the intelligence, character, and stamina that were required. He has maintained an interest in Ohio University and the Chemistry Department. He has been generous in his personal giving to the University and has influenced Union Carbide to make significant contributions to the University and to science and engineering departments.

Nominator's Name R. F. Simpson for Department of ChemistryAddress Ohio University, Clippinger 136Phone Number 594-7116Return to: Arthur J. Marinelli
Copeland Hall - Room 217

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FRM

NAMA MARKETING MAN-OF-THE-YEAR



RICHARD W. EDDY
Senior Vice President
Chemicals and Plastics
Union Carbide Corporation

Mr. Eddy was born in Flushing, Ohio in 1918 (April 1). He was graduated from Ohio University in 1940 with the degree of B.S. He also received the degree of M.S. in organic chemistry from Massachusetts Institute of Technology in 1948.

He joined the corporation in 1940 as a laboratory technician at the corporation's chemicals complex in South Charleston, West Virginia. He moved to the division's New York office in 1948 serving first in the new chemicals sales development area and later as general manager — chemical intermediates. He was appointed vice-president and business area general manager of the former Chemicals Division in 1965, executive vice-president of the former Chemicals and Plastics Operations Division in 1967, moved to the former Process Chemicals Division as executive vice-president in 1968, and became assistant group manager for Chemicals and Plastics when that area of the corporation's business was restructured early in 1972. He was appointed senior vice-president with responsibility for marketing and customer relations in 1974 and in 1976, assumed the added responsibility for the international department of Chemicals and Plastics.

He is past president of the Drug, Chemical and Allied Trades Association, Inc., and a member of the American Chemical Society; Synthetic Organic Chemical Manufacturers Association; the Society of Chemical Industry; Soap and Detergent Association; the Commercial Development Association; Salesmen's Association of the American Chemical Industry (SAACI); the Chemists' Club; M.I.T. Alumni Association; Ohio University Alumni Association and the Manufacturing Chemist's Association. He is also a past president of the New York Chapter of the Armed Forces Chemical Association.

He has on many occasions served the National Account Marketing Association by speaking at association seminars throughout the country. He is a firm believer in the National Account Marketing approach.

NAMA ANNUAL MEETING 1977

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Seminar Chairman	Nicholas Marchak American Can Company
Sports Chairman	Herbert J. Brough Signode Corporation
Meeting Arrangements	Edward K. Walsh



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FOR RELEASE: March 9, 1967

**RICHARD W. EDDY APPOINTED EXECUTIVE VICE-PRESIDENT
OF A UNION CARBIDE DIVISION**

Richard W. Eddy of 40 Noroton Avenue, Noroton, Connecticut, has been appointed executive vice-president of the Chemicals & Plastics Operations Division of Union Carbide Corporation.

Mr. Eddy joined Union Carbide in 1940 as a laboratory technician at the South Charleston, West Virginia, plant of the Chemicals Division. He moved to the division's New York office in 1948, serving first in new chemicals sales development and later as general manager - chemicals intermediates. He was appointed vice president and business area general manager, Chemical Intermediates Department, in 1965.

In his new post as division executive vice-president, Mr. Eddy will continue to be based at Union Carbide headquarters in New York City.

Mr. and Mrs. Eddy have five daughters; Susan M., Nancy E., Mary B., Anne T., and Patricia L.

A native of Ohio, Mr. Eddy received his B.S. degree in Chemistry from Ohio University, and his M.S. degree from the Massachusetts Institute of Technology. He is a member of the American Chemical Society, Synthetic Organic Chemical Manufacturers Association, Society of Chemical Industry, American Ordnance Association, Commercial Chemical Development Association, Drug, Chemical, and Allied Trade Association, and the Chemists' Club.

- more -

21

Mr. Eddy is also a past president of the New York Chapter of the Armed Forces Chemical Association.

During World War II he served as a Major in the U.S. Army Chemical Corps and was awarded the Croix de Guerre with three palms while attached to the Corps Expeditionnaire Francais in Italy.

#



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WHEN Richard W. Eddy graduated from Ohio University in 1940 he went to work as a chemist at the South Charleston research laboratories of the Union Carbide Corporation. Since that time his career has spiraled rapidly to the envious position of manager, New Chemicals Division, Union Carbide Chemicals Company, in New York.

Mr. Eddy's Carbide career was interrupted by military service and graduate study soon after he joined the corporation. From 1942 to 1945 he served in the Chemical Corps of the Army and from 1946 to 1948 he attended Massachusetts Institute of Technology, from which he received an M.S. degree in organic chemistry.

In 1948 he became a technical representative in New York. Two years later he was named product manager in the New Chemicals Division and in 1955 he was made assistant manager of that division. His appointment as manager came this year.

Mr. Eddy's professional affiliations include the Armed Forces Chemical Association, the American Chemical Society, Synthetic Organic Chemicals Manufacturing Association, Association of the U.S. Army, Society of the Chemical Industry and the Commercial Chemical Development Association.

Mr. and Mrs. Eddy and their five daughters live in Darien, Connecticut.

Richard W. Eddy
34847-E 40-BS



RICHARD W. EDDY, '40
Industry

When Richard W. Eddy received his B.S. in chemistry in 1940, he went to work as a laboratory technician in the South Charleston, W. Va., chemicals division plant of Union Carbide Corporation. Eight years later he moved to the division's New York office to work in new chemical sales development. He was appointed vice president and business area general manager of the chemicals intermediates department in 1965. In March of this year, the Ohio alumnus was named executive vice president of the chemicals and plastics operations division at Union Carbide headquarters in New York City. A native Ohioan, Eddy holds the M.S. degree from Massachusetts Institute of Technology. He is a past president of the New York chapter of the Armed Forces Chemical Association and a member of the American Chemical Society, Commercial Chemical Development Association, the Society of Chemical Industry and other professional organizations. The Eddys and their five daughters — Susan, Nancy, Mary, Anne and Patricia — live in Noroton, Conn.

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APR 4 1978

OHIO UNIVERSITY

Inter-Office Communication

DATE April 3, 1978TO Charles Ping, President of Ohio UniversityFROM Arthur Marinelli, Chairman - Ohio University Honorary Degree Committee

SUBJECT Honorary Degree - Jeanette G. Grasselli

The Honorary Degree Committee recommends that Ohio University award the honorary degree, Doctor of Science, to Jeanette G. Grasselli.

A distinguished researcher and author in the field of chemistry, Jeanette G. Grasselli is the author or co-author of more than 45 technical papers and publications in the field of molecular spectroscopy. As the co-author of the six volume "CRC Atlas of Spectral Data and Physical Constants for Organic Compounds," she has made a lasting and important contribution to her scientific field. She has served as the President of the Society for Applied Spectroscopy, as a member of the advisory board of the journal "Analytical Chemistry", and as the first woman to receive the "Chemical Profession Award" from the Cleveland Area Chemistry and Chemical Engineering Societies. She serves as supervisor of the Molecular Spectroscopy Section at the Research Laboratories of the Standard Oil Company of Ohio. A devoted and loyal friend and graduate of Ohio University, she has given her time and talents to assist the students at Ohio University.

AM/mc

25

~~February~~ 1, 1977

HONORARY DEGREE - NOMINATING FORM

In order to act on a nomination the Honorary Degrees Committee needs all pertinent information about the nominee. Please supply as much information as possible. Whenever possible supporting data should be attached separately.

Name of Nominee: Jeanette G. Grasselli

Place and Date of Birth: Cleveland, Ohio (about 1929)

Position: Supervisor, Molecular Spectroscopy Section,
SOHIO Research Laboratories

Academic Degrees Earned and Institutions Granting Them:

B.S. Ohio University (1950)
M.S. Western Reserve University (1958)

Honorary Degrees and Institutions Granting Them:

None

Vocations Experience:

She has worked at Sohio Research since 1950.

Other Experience or Activities Relevant to Nomination:

Invited Lecturer at Detroit Polymer
Institute, 1975-1977

Invited Lecturer at Case Western Reserve University, 1967-1976

Tour Speaker for: American Chemical Society,
Society for Applied Spectroscopy,
Chemical Institute of Canada

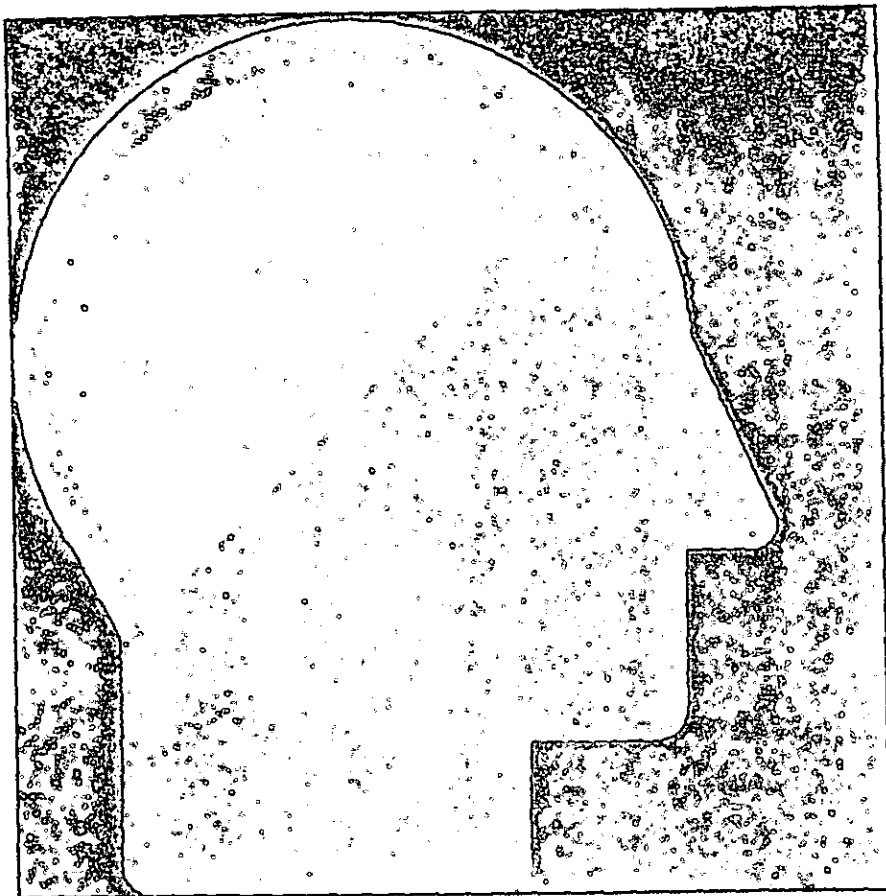
Chairman of Governing Board of Federation of Analytical Chemistry and
Spectroscopy Societies (FACSS) in 1972-1973, Program Chairman of Fourth
Annual FACSS Meeting 1977.

Member of Evaluation Panel in Analytical Chemistry for National
Bureau of Standards.

Associate member of the International Union of Pure and Applied
Chemistry Spectroscopy Commission.

Jeanette G. Grasselli

The Standard Oil Co. (Ohio)
Research and Engineering Department
4440 Warrensville Center Road
Cleveland, Ohio 44128



The effective use of analytical chemistry is an important part of the operation of any successful industrial laboratory. Careers in this discipline are both satisfying and demanding. The rewards for a competent scientist with analytical skills are commensurate with this degree of challenge.

An industrial analytical laboratory must supply to the corporation qualitative and quantitative analyses and other meaningful results on a timely basis. The sophistication required to meet these needs will vary from routine analyses of well-understood streams for process control or marketing specifications, to the development of novel methods for tracing the kinetics of new reaction systems under operating conditions, to the application of intricate and precise trace analysis techniques to a sample of environmental concern, to the elucidation of the molecular structure of a new composition of matter. The educational or "skill" requirements for analysts will vary directly with the *problem* under study. "Problem" is really the key word here. Today's industrial analytical chemist is primarily a "problem solver", with the responsibility for applying his or her knowledge of methods and instrumentation as effectively as possible to solve analytical problems of the corporation or industry. **Setting educational objectives for**

the teaching of analytical chemistry must recognize that the responsibilities of industrial analysts do vary widely. How well is the academic community training analytical chemists for the "real world"? What are the needs of industry in relation to the scientists it employs? And what approaches might be initiated or expanded to coordinate the teaching function with the real world needs? I would like to present a viewpoint from industry on these specific questions.

Responsibilities of Industrial Analytical Chemists and Their Impact on Teaching Goals

The process of setting goals for the teaching of industrial analytical chemists must recognize the diversity and scope of the industrial environment. Therefore, it is instructive to consider typical specific objectives for industrial scientists. The following examples are realistic and are listed in order of increasing educational or skill requirement:

- Develop experimental techniques and knowledge of theory required to provide consistently accurate results or meaningful information on materials using a variety of established procedures. Fundamental to success in any sphere of analytical chemistry is a good theoretical knowledge of each method employed. Without this basis,

the analyst becomes a mechanic rather than a scientist. Nearly equally important is a thorough understanding of the optimum areas of application as well as the limitations inherent in each method.

- Develop specialized analytical training to conduct both routine and unconventional analyses, recognize the interaction of time and accuracy in an analysis, develop methods and procedures for handling both routine and unusual samples, and consult with other scientists in other areas of expertise so that the "best" approach to obtain the required information (as distinguished from the requested information) is utilized

- Develop the capability to direct the work of other analytical chemists, act as an active participant in the analytical aspects of research programs in the corporation, and do scientific research in uncharted areas of analytical chemistry.

Analytical chemistry is really the employment of techniques for determining structure and composition of unknown samples and not just for application of fixed methods to a series of problems. Knowledge of the strengths and weaknesses of known methods allows the development of analytical schemes by use of a combination of techniques, which at times is most effective. But often the analyti-

Teaching Analytical Chemistry: Real World Needs

cal chemist is required to chart entirely new procedures or approaches for the unusual or challenging problems ever more prevalent in the industrial scheme. Therefore, the analytical chemist is and must be innovative, just as much as his research colleague.

The ability of any individual to accomplish these goals will depend on the educational level, on-the-job training, and experience he acquires. Obviously, only a limited portion of the skills required can be obtained in the university. To put this into perspective, consider the freshman class that entered college this fall and will graduate in 1980. These people will be at the midpoint of their careers in the year 2000! The problems that industry will face at the turn of the century and the methods available at that time for the solution of those problems will be drastically different from those which we are worrying about today. This should give us several clues to the most appropriate means of training that class.

First, we must realize that since there is no way to educate today's students in the methods of the year 2000, we must concentrate on those parts of learning that will have continuing value. Although the problems will change, the problem-solving *method* will not. It will still involve an understanding of the chemistry involved, a knowledge of sampling and sample processing, the appropriate uses of separation methods, an appreciation of the importance of proper calibration, and the ability to select the best method or methods for the measurement step. As Philip W. West said in his ACS Fisher Award address in 1974 (1), "Analytical chemistry is not spectrometers, polarographs, electron microprobes, etc., it is experimentation, observation, developing facts, and drawing deductions." Particularly in industry where instrumentation is

more readily available, we must guard against concentration on the measurement step. The *answer*, not the *method*, is the goal. Again, as Dr. West said, we need "analytical chemists, not chemical analysts". The *problem* and its *solution* are paramount—we must be problem solvers.

Second, experimental technique is vital to the analytical chemist. Experiment always leads theory. Yet, I sense that there is a tendency to down-play laboratory work at the expense of theory. There is no argument with the glamour of, or need to understand, quantum mechanics and group theory. But the student should definitely also be able to operate an instrument, and even more importantly, know if it is not operating properly, e.g., is it exhibiting the proper S/N or resolution for the problem under study. Both theory and laboratory work are important—neither can survive without the other. Laboratory work not only builds the capability of the student to think but also to act independently. This trait will be important regardless of how rapidly the analytical methods change.

Third, communications are an important part of each chemist's role today. Almost no industrial project is an individual effort. We must learn to communicate with the person who has the problem as well as those who may also have need for the answer. Particularly today, we have a responsibility to make the public aware of our work and its value.

Fourth, very obviously, it is not productive to over-specialize at the formal training level when we know that these specialties will gradually be supplanted by others over the 30–40-year effective working span of the typical chemist.

Finally, but certainly not least in importance, there is nothing more conducive to long-term motivation

than an enthusiastic, self-confident, and motivating teacher. The transfer of these qualities to students carries with it an attitude that will be useful throughout a lifetime of chemistry. We should emphasize the joy in the experiment and the delight of the quest for the answer. And it is not amiss to suggest that a teacher should also be aware of and emphasize the opportunities and challenges of an industrial career.

These general comments apply, of course, not only to prospective industrial analytical chemists, but to all analytical chemists—indeed to all chemists. I would like to turn my attention now to some of the factors of the industrial environment which may make the education of industrial analytical chemists somewhat different.

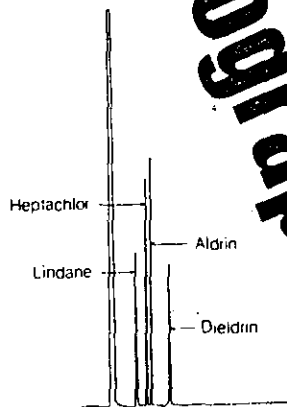
Characteristics of the Industrial Environment

Industrial analytical chemists face several elements in their day-to-day activities which differ at least in degree from their colleagues in academia. These factors involve time, economics, uncertainty, and communications-interactions.

There are two important aspects of time to the industrial chemist. The first is in the management of one's own time and that of others reporting to you. Productivity of all resources is important in a competitive environment such as industry faces. Although the academic laboratory is becoming more conscious of costs, time management is still not a major concern. It is extremely important that time management become a way of life for an industrial analyst, and exposure to this important concept would be a valuable addition to the curriculum.

The second factor of time is involved with the compromise between accuracy and the need for a prompt answer. If a plant operation or a costly

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Industrial Analytical Chemistry

Problem Solving

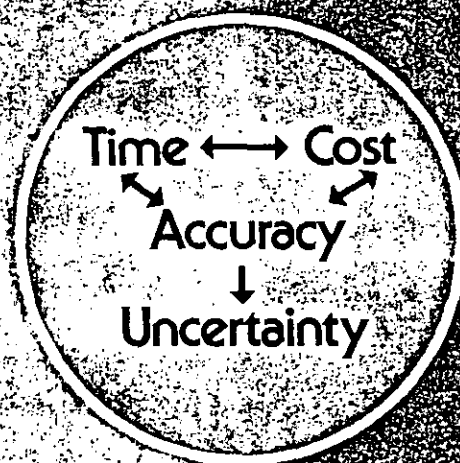
experimental program is dependent on analyses for guidance, a *good* answer on *time* is often much more valuable than a perfect answer after the fact. This should not be construed as implying that industrial analytical chemistry is "quick and dirty". Some of the *most* accurate analytical work is needed and performed in industrial laboratories (2). The consideration of time available vs. the precision of the answer is merely an additional dimension that is always present. In *Physics Today* a recent letter on how to succeed in industrial research (3) succinctly phrased a relevant rule on accuracy: "Don't spend time and effort on making any one measurement more accurate than the nature of the experiment justifies. If the error in one reading cannot be reduced below $\pm 10\%$ it makes no sense to measure other parameters to within 0.1%."

Economics are becoming more of a factor in the academic laboratory as the university is faced with costs in the range of \$10 000-15 000 per year to support a graduate student. It is more serious in industry where costs are at least double that. Industrial laboratories spend large amounts of

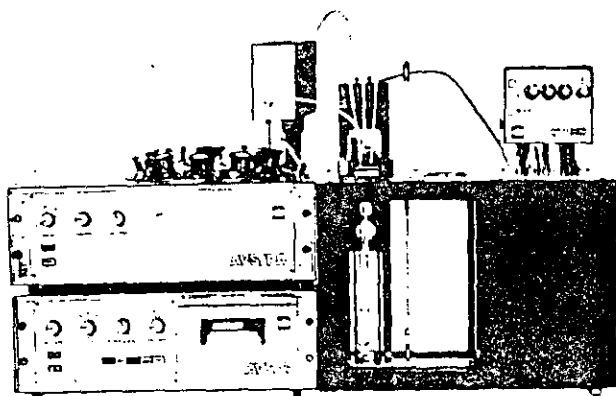
money for analysis. The need for and value of an answer usually outweigh by a substantial margin the cost of obtaining it. Thus, economics must consider not only the cost of obtaining the answer to an analytical problem but also the cost of delay to another operation if the answer is not available on time. Skilled scientists cannot involve themselves too much in equipment maintenance. Usually this work will be done by a specialist trained for such work. The analytical chemist should, however, be proficient in recognizing equipment malfunction, calibration problems, etc. Automation, particularly in computer data reduction and other routine operations, must be considered and used as an effective tool by a skilled industrial analyst.

Uncertainty is the "name of the game" in industry. Industrial research laboratories, for example, are often engaged in exploratory research looking for new compositions of matter from reactions of feed mixtures over catalysts of various types. In the early stages of such work, product mixtures are complex. Since the work is usually being conducted in an area where novelty is important, there is little litera-

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ture to suggest which products are present. The analyst is faced with a true "unknown". In other instances, such as in plant operating problems, the "problem" can be equally ill-defined. It is not uncommon for a murky, heterogeneous liquid to appear on the analyst's desk labeled in an obscure way, such as "sample taken from surge tank on Isocracker II" or "contamination from unknown source". Contrast this with most samples taken under controlled conditions in an academic laboratory! In both the laboratory example or the operations case, the analyst must gather together whatever information he can on the chemistry surrounding the problem. He must then develop a complete analytical plan to narrow in on the answer. As mentioned, many industrial samples are truly "unknowns", and sampling in itself presents new uncertainties. Obtaining a representative sample can be almost as hard as the analysis itself. Sample taking and sample preparation should be a vital part of teaching analytical chemistry. Statistics can be a powerful tool of the analyst, and every student should at least know the difference between accuracy and precision and how to distinguish between an analysis and a determination.

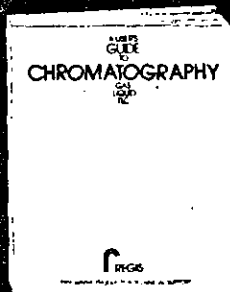
I have mentioned communications in an earlier section. It is so important that I must mention it again. The skilled analyst must be able to communicate clearly and completely with the person or group posing the analytical problem. During the conduct of the work, he must communicate with other groups involved in obtaining the answer. Clear, precise reporting of results is merely another form of communication.

In most industrial laboratories, the analytical chemist acts in a support capacity to research or operating groups. It is important for the analyst to be an active participant in the projects he supports rather than to be a remote source of analytical results. The analytical chemist can make major contributions to research or operations by interacting with his expertise in the planning stage of any program. In this way the maximum amount of information can be obtained. The role of the industrial analyst is one of the active catalyst—if he carries out his communications and interactions well.

At a recent conference of BP analysts from around the world, the mission of the industrial analyst and his special problems were well summarized by Gordon H. Evans, Chief Executive Office of Group Research and Development for BP, Ltd.: "Industry needs problem solvers, not analysts."

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whether it involves the application of established techniques or the development of new ones. . . . You (must) maintain as close a liaison as possible with those who use and need the output of your labours."

Training of Analytical Chemists for Industrial Careers

The largest percentage of university graduates in analytical chemistry will enter industrial careers. It seems logical that some attempt should be made to better prepare them for this profession. Educators traditionally are not job-oriented. Let me propose some suggestions for consideration.

Place more emphasis on experimental work and on "problem solving" Relate the "problems" to the real world. The very progressive programs recently developed at the University of Minnesota (4) and the University of Wyoming (5) are good examples of introducing industrial chemistry into the curriculum. And, most important-

posure to industry. This can be done in a number of ways. Consulting for or working summers in an industrial laboratory is an excellent method. The ACS-sponsored Project Interface offers an opportunity for teachers to see

aged. I would expect that such programs would be symbiotic in benefits gained. The concept of joint industrial-academic advising of graduate students can work where the two are located near each other. However it is done, it will lead to a more confident, better equipped faculty.

Some knowledge of electronics might be taught by trained experts to expose the analyst to the problems of maintenance and equipment malfunction.

Computers are destined to be with us in ever-increasing ways. Every student should receive some training in computer interfacing and programming.

If possible, group projects with time/cost/accuracy constraints should be carried out to obtain an understanding of intergroup cooperation and communication. Objectives should be set for the research. Oral progress reports by individuals to the group should be a regular feature of such projects.

Students should be exposed to the need for and value of patents. Industry recognizes and rewards the creative scientist who is awarded patents

ly, the emphasis in these programs is on the excitement, not only the relevance, of the chemistry and accomplishments of industry.

Supply a general education rather than excessive specialization. The most impressive thesis discussion presented to our laboratory in a recent round of interviewing was by a PhD organic chemist who had used a half-dozen analytical techniques (chemical and instrumental!) in a knowledgeable and effective manner to solve a tough structure problem. It was obvious that this scientist would bring an elegant broad analytical background and a good foundation in organic chemistry to the "specialized" instrumental group that had the opening. He had an immense advantage over other applicants, and this was generally accorded. Once in industry it is easier to specialize than to broaden one's analytical background. The foundations of good chemistry and experimental practice should be laid in the university.

Educators should receive some ex-

firsthand the industrial situation. Inviting industrial lecturers to the campus to discuss real life problems can be effective. Indeed, a formalized program of adjunct professorships for industrial scientists should be encour-

METHODS FOR IMPROVING INDUSTRIAL/ACADEMIC INTERACTIONS

TEACHING FUNCTIONS

- **Emphasize "problem solving"**
- **Develop broad background**
- **Provide more industry interaction**

TEACHING GOALS

just as vigorously as the university encourages publications. The patent literature is little used or understood in much of academia.

Conclusions

Industry offers a challenging career with substantial rewards for analytical chemists. The opportunity for growth is nearly unlimited. J. H. Newman, the famous educator, claimed in his Dublin lectures of 1852 (6), "University training is the education which gives one a clear, conscious view of his own

opinion and judgements, a truth in developing them, an eloquence in expressing, and a force in urging them." This holds very well in this case. A good experimental and theoretical base gives one "the clear conscious view". The art of problem solving teaches us the "truth in developing" these views. We need "eloquence" in expression to communicate and fulfill our complete role. Given these, we, as analytical chemists, can each be a "force" in urging the best use of our skills in the "real" industrial world.

References


- (1) P. W. West, *Anal. Chem.*, **46** (9), 784A (August 1974).
- (2) V. F. Gaylor, *ibid.*, 897A (Sept. 1974).
- (3) A. H. Sommer, *Phys. Today*, **9** (Sept. 1976).
- (4) Harold Wittcoff, *Chem. Eng. News*, **53**, 17 (Oct. 6, 1975); *J. Chem. Educ.*, **52** (9), 596 (Sept. 1975).
- (5) D. A. Nelson, *Chem. Eng. News*, **53**, 17 (Oct. 6, 1975).
- (6) J. H. Newman, "Select Discourses from the Idea of a University", May Yardley, Ed., Cambridge CUP, 1931.

Presented at the Third Federation of Analytical Chemistry and Spectroscopy Societies Meeting, Philadelphia, Pa., November 1976.


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Gas Analysis News will provide basic data gathering methods, as well as tips on handling methods, as well as tips on analytical techniques.

PGP to present paper at Pittsburgh Conference

"Carrier Gases, the Neglected Constant" is the title of a paper to be given at the 1976 Pittsburgh Conference on Analytical Chemistry and Applied Spectroscopy by Dr. Armand T. Perrella, Manager of Technical Applications at PGP.

The paper, to be presented at 11:30 a.m. on Thursday, March 4th, investigates the subject of carrier gas impurities, their sources, and their effects on everyday chromatography. This is a timely subject to those interested in improving their techniques and a "must" for anyone doing trace gas analysis.

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Jeanette G. Grasselli is supervisor of the Molecular Spectroscopy Section at Standard Oil Co. (Ohio). She received a BS in chemistry from Ohio University and an MS at Case Western Reserve. Holder of one patent and author of more than 45 scientific papers and publications in the field of molecular spectroscopy, including two chapters in books, she is also coeditor of the "Atlas of Spectral Data and Physical Constants for Organic Compounds", CRC Press, and of "Practical Spectroscopy, Applications of Infrared and Raman", M. Dekker. Mrs. Grasselli is a member and past president of the Society for Applied Spectroscopy, one of the originators of the Federation of Analytical Chemistry and Spectroscopy Societies (FACSS), and currently program chairwoman for the 4th annual FACSS meeting to be held in Detroit in November 1977. She is a member of the Coblentz Society, ACS, Phi Beta Kappa, and Iota Sigma Pi and has served on ANALYTICAL CHEMISTRY's Advisory Board (1972-74). Mrs. Grasselli, sought as a speaker, has achieved numerous recognitions of her many accomplishments.

Data Compilations in Spectroscopy and Chromatography

Atlas of Spectral Data and Physical Constants for Organic Compounds. Jeanette G. Grasselli, Ed. 1732 pages. CRC Press, 18901 Cranwood Pkwy., Cleveland, Ohio 44128. 1973. \$125

Reviewed by Lewis H. Gevantman, Office of Standard Reference Data, National Bureau of Standards, Washington, D.C. 20234

The editor and publisher's prefatory remarks concerning their aims clearly point out that the "Atlas of Spectral Data and Physical Constants for Organic Compounds" is but a first step toward a fully integrated, computerized file responsive to the data needs of the scientific community. Mrs. Grasselli and her associates have taken this giant step in an exemplary manner and have organized the spectral information to make it easy for the initiated, as well as the uninitiated searcher, to find the data he seeks with accuracy and dispatch. The material contained in the Spectroscopic Data Section preceding the main table is particularly noteworthy in its attempt to define the criteria for the measurement of reliable spectroscopic data.

The editors have chosen wisely their selection of indexes to the main table. Particularly useful is the "EYEBALL" feature which allows a quick scan of the information for matching an unknown spectrum to the recorded data.

Some minor improvements are possible. As indicated, the principal thrust of the information contained in the Atlas is toward helping the analyst solve his problem. He will, therefore, benefit from a more detailed description at the introduction to each index keyed back to the main table. Such description is now lacking. The rationale used in selecting the recorded data is not given. One can think of other data collections such as Lang, Landolt-Bornstein, and others that would also be of use. Raman spectra are not included. Perhaps the editors are considering these spectra at some further step along the way. It would be useful to know if they contemplate these data for eventual inclusion.

A cautionary note should be struck in representing these data as "criti-

cal" or "evaluated." Indeed, many of the spectra have been submitted to close scrutiny and are properly identified as evaluated. However, this does not apply uniformly across the entire range of data. Certainly, the older IR prism spectra need updating. A similar shortcoming applies to the organic compound molecular weights in which the International Atomic Weights of 1961 were used. The Atomic Weights have been updated at least twice since 1961, and later values differ from those of 1961. It would also be beneficial if the editors could represent the solubility data in a more precise way, but this would be an extremely difficult task.

It is clear that a major and well-organized effort has produced a useful compendium of spectral data. The editor and her associates are to be congratulated for their efforts. Continued refining of the data with concomitant additions of data will make the Atlas a prize volume in any working scientist's library.

Handbook of Chromatography. Gunter Zweig and Joseph Sherma, Eds. CRC Press, 18901 Cranwood Pkwy., Cleveland, Ohio 44128. 1972. Vol I: 784 pages, \$35. Vol II: 343 pages, \$19.95

Reviewed by Erich Heftmann, Western Regional Research Laboratory, U.S. Department of Agriculture, Berkeley, Calif. 94710

Zweig and Sherma are well known to readers of ANALYTICAL CHEMISTRY as the tireless collectors of chromatographic literature, which they review in that journal biennially. As if this was not enough of an accomplishment, they have also undertaken the monumental task of extracting, concentrating, and crystallizing the essentials of analyzing over 12,000 compounds by chromatography, as published in the last 25 years. The result of their labor is an eminently useful handbook of chromatographic data, accurately and conveniently reproduced, intelligently coded and indexed, and superbly printed and bound. The "Handbook of Chromatography" is probably not the kind of book most chemists can afford to keep on their bookshelf, but it is cer-

tainly a book all practicing chemists should have available in their libraries.

Volume I is a compilation of over 549 tables of retention times, retention volumes, R values, and other data used for the identification of substances by gas, liquid-column, paper, and thin-layer chromatography.

Volume II contains concisely written chapters on the principles and techniques of various chromatographic methods and additional tables. The preparation and use of detection reagents for paper and thin-layer chromatography are described, and results are tabulated. In addition, there is a useful section on methods of sample preparation, including derivatizations and an extremely practical guide to products and sources of chromatographic materials. Volume II closes with a classified international directory of modern books on chromatography.

Aside from a few typographical errors, I have not found anything to criticize. Of course, this book is not intended to present a selective and coherent treatment of the field and is not recommended as a textbook, but chemists active in any division of the profession will find it almost indispensable for quick and yet comprehensive reference to chromatographic data, methods, and literature.

Elementary Statistical Methods

Statistics for Chemistry. Hubert L. Youmans. xi + 176 pages. Charles E. Merrill Publishing Co., Columbus, Ohio 43216. 1973. Paperbound. \$5.50

Reviewed by Patrick C. Kelly, Department of Chemistry, University of Georgia, Athens, Ga. 30601

This book is a practical manual of elementary statistical methods for undergraduates. Although the statistical interpretation of analytical results is a vital part of analysis, the treatment of statistics in many standard analytical texts is sketchy or excessively theoretical. This manual will fulfill the role of a supplementary

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Please forward books for review to the Editor, Dr. Jack E. Katon, Miami University, Department of Chemistry, Oxford, OH 45056.

The Theory of Auger Transitions. D. Chattarji. Academic Press, New York, 1976. Pp: 265.

The intent of the author is to provide a unified development of the theory of Auger transitions. This, Professor Chattarji does very well, using a progression from simple theory to the more complex. The treatment goes from that of hydrogen-like atoms to many electron atoms with the concomitant decrease in symmetry. He deals with calculations both of energies and intensities of atomic Auger transitions and compares these results with experiments. This reviewer does not presume to be able to check for accuracy all of the mathematical treatments (which are quite complex). However, Professor Chattarji's development of theory is quite understandable—the preliminary chapter on symmetry and invariance is particularly helpful.

Chapter 8 is a departure from the other seven chapters. Chapter 8 deals with Auger spectroscopy instrumentation and applications to surface characterization. This chapter accounts for approximately 30% of the book. Although chapter 8 is informative and well written, it is not really an up-to-date account of the application of Auger spectroscopy to surface science.

One of the main shortcomings, this reviewer feels, is lack of treatment of molecular Auger transitions. It would really be more appropriate if the book were titled "The Theory of Atomic Auger Transitions." This lack is particularly regretful since one of the most interesting areas of current research in electron spectroscopy deals with the effect of molecular structure on Auger transitions.

This book will not be of much value to the applied spectroscopist who is interested primarily in the use of Auger spectroscopy for chemical and materials problems. Although Chapter 8 does contain some information concerning the application of Auger spectra to surface science, such information is better derived from other sources. The book will be useful for those who wish to delve into the theory of Auger transitions because it does provide a single source for information which is otherwise widely scattered. For the latter, I recommend the book highly.

DAVID M. HERCULES
Professor of Chemistry
University of Pittsburgh
Pittsburgh, Pa. 15260

CRC Atlas of Spectral Data and Physical Constants for Organic Compounds, 2nd Ed. Jeanette G. Grasselli and William M. Ritchey, Eds. CRC Press, Inc., Cleveland, Ohio. Six Vols. Pp. 4688. Price: \$600.00/set.

The 1st edition of this valuable reference work was published in 1973. It consisted of one rather large bulky volume. The 2nd edition is now available; it consists of six volumes!

In terms of physical size, the 2nd edition is about 3 times larger. Hence, presenting the atlas in six separate volumes makes it much more convenient for all concerned. Each of the six volumes has an abbreviated table of contents on the inside front cover. Also featured is a convenient running index on the top and bottom of each page, dictionary style. This is a very useful aid in using the atlas.

The editors have undertaken, and achieved, a rather extensive expansion in this edition of the atlas. Spectral data and physical constants on some 21,000 compounds are said to be presented. Needless to say, this reviewer has ac-

cepted the editors' word for the accuracy of this number.

For the sake of convenience, an attempt will be made to present a very brief review of the contents of each volume.

Volume I, 488 pages. This volume includes the compound name/synonym directory; nomenclature system; structural diagrams; a rather extensive section on spectroscopic aids, and a section on spectral mass correlation tables. The section on spectroscopic aids contains a wealth of information, much too numerous to list. It is probably the handiest and most convenient compilation of this type of information that I have come across.

Volume II, Data Table, Compound A-B, 644 pages.

Volume III, Data Table, Compound C-O, 731 pages.

Volume IV, Data Table, Compound P-Z, 772 pages.

These three volumes contain the spectral data and physical constants of the organic compounds. The data are listed in tabular form, across the length of the page. The following information is provided: Atlas No., CAS No., references, name-formula, Wiswesser line notation, melting point, boiling point, density, refractive index, specific rotation, solubility, infrared, Raman, ultraviolet, ^1H NMR, ^{13}C NMR, mass spectral data, and molecular weight data—one based on natural abundance; the other on the most abundant isotope.

The infrared and Raman data are presented in decreasing frequency. It is difficult to decide which data are infrared and which data are Raman. The ultraviolet data record all bands, molar absorption coefficients and solvents. The NMR data report the chemical shifts of groups and the solvents used. The mass spectral data report the eight most abundant peaks, where available. Relative intensities are also given.

Volume V, Indexes, 834 pages. This volume contains an empirical formula index; molecular weight index; melting point index; boiling point index; Wiswesser line notation index; and mass spectra index.

The empirical formula index has separate indices for hydrates, halide salts, other salts, and all other compounds. The Wiswesser line index includes an excellent summary on the Wiswesser line notation, how it is formulated, how it is used. A new feature included is the so-called eyeball column. Once one learns how to use it, the eyeball column provides rapid scanning and speeds the search for a compound. Of particular use is a dictionary of frequently found substructures. This also is a very useful aid in finding a particular compound.

The mass spectral data index lists the *m/e* data from the highest peak value to the second and third most intense peak.

Volume VI, Spectral Data Indexes, 1098 pages. Included in this volume are indices of the data on infrared, Raman, ultraviolet, ¹H NMR, and ¹³C NMR.

The infrared index is subdivided in six ranges. The ir bands are listed in increasing order of wave number. Included is an eyeball column using the Wiswesser line notation. There is also a special ir spectral data index dependent on the chemical class of the organic compound. Subsets are included for hydrocarbons, functional groups such as CHO, CHN, CHNO, halogen, boron, phosphorus, silicon, and sulfur-containing compounds.

The Raman data index is divided into five search ranges beginning with the lowest wavenumber peak. The eyeball column containing the Wiswesser line notation is available. The ultraviolet data index is sorted in groups determined by the molar absorption coefficient.

All of the bands are listed for each compound.

The NMR index is sorted into two groups; the highest field and the lowest field chemical shifts. Included is an eyeball column on the Wiswesser line notation. There is a special index for chemical class compounds, similar to the ir indices.

This atlas is indeed a tremendous compilation. The editors deserve congratulations for a job well done. Yes, there are faults, errors, and room for improvement, and obviously the atlas is too expensive for the individual. Nevertheless, if one spends the time to learn how to use this atlas, he will find it a very useful valuable reference work.

LOUIS J. BASILE
Argonne National Laboratory
Argonne, IL 60439

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BIOGRAPHY

Mrs. Jeanette G. Grasselli is a native of Cleveland, Ohio. She obtained her B.S. degree in Chemistry at Ohio University and her M.S. at Case Western Reserve University. After graduation, she joined the Research Department of The Standard Oil Company (Ohio) where she is currently Supervisor of the Molecular Spectroscopy Section. She has one patent and has authored over forty-five scientific papers and publications in the field of Molecular Spectroscopy, including two chapters in books. She is a co-editor of the "Atlas of Spectral Data and Physical Constants for Organic Compounds," CRC Press, and of "Practical Spectroscopy, Applications of Infrared and Raman," M. Dekker. She has been an invited lecturer at the Detroit Polymer Institute (1975-1977) and at Case Western Reserve University (1967-1976). She has been a tour speaker for the national ACS, SAS, and Chemical Institute of Canada.

In 1970, she served as the National President of the Society for Applied Spectroscopy. She was active in organizing FACSS, the Federation of Analytical Chemistry and Spectroscopy Societies, and was the chairman of its Governing Board in 1972-1973. She is program chairwoman for the Fourth Annual FACSS meeting in Detroit, 1977. She is a member of the Evaluation Panel in Analytical Chemistry for the National Bureau of Standards, and is an Associate member of the International Union of Pure and Applied Chemistry (IUPAC) Spectroscopy Commission.

She is a member of Coblenz Society (Board of Managers, 1968-1971), ACS (Advisory Board, Analytical Chemistry, 1972-1974), Phi Beta Kappa, Iota Sigma Pi (President, Fluorine Chapter, 1958-1960), Cleveland Council on World Affairs and the Central United States Ski Club.

In 1963, she received the Eleventh Annual Chemical Profession Award from the Cleveland area chemistry and chemical engineering societies. In 1965, she received the Certificate of Merit Alumni Award from Ohio University. In 1971, she was selected as one of Two Thousand Women of Achievement in the World. She is listed in Who's Who, and in American Men and Women of Science.

In 1977 she received the Y.W.C.A. Certificate of Achievement as a woman leader in the economic, civic and cultural life of Cleveland, Ohio.

In 1978 she received the Anachem Award in Analytical Chemistry presented by the Federation of Analytical Chemistry and Spectroscopy Society.

9/29/77

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Birthplace

Cleveland, Ohio

Education

→ Graduate of John Adams High School
Ohio University - 1950, B.S.
Western Reserve University - 1958, M.S.

Brief Career Summary

Joined The Standard Oil Company (Ohio) in August of 1950 as a Junior Chemist. Her current position is Supervisor, Molecular Spectroscopy Section, Warrensville Laboratory, Research and Engineering Department.

Other Activities (Business, Civic, Clubs, Trade and Professional Societies)

American Chemical Society
Analytical Chemistry, Advisory Board, 1972-1974
ASTM, Committee E-13
Central United States Ski Club
Cleveland Council on World Affairs
Coblentz Society, Board of Managers, 1966-1971
FACSS, Chairman, Governing Board, 1971-1973
Iota Sigma Pi, President Fluorine Chapter, 1958-1960
Joint Committee on Atomic and Molecular Physical Data, IR Subcommittee
Phi Beta Kappa
Society for Applied Spectroscopy, National President, 1970

In 1963 she received the Chemical Profession Award from the Cleveland Area Chemistry and Chemical Engineering Societies. She was the first woman to receive this award. She holds one patent with two other individuals ("Naphthalene Extraction Process Utilizing Polynitro Aromatic Compounds as Complexors") and has authored over thirty scientific papers and publications, including two chapters in books.

X → In 1965 the Ohio University presented her with the Certificate of Merit Alumni Award for Research in Chemistry.

In 1957 she married Dr. Robert Grasselli, who is a Senior Research Associate at Sohio's Warrensville Laboratory.

In 1971 she was selected as one of Two Thousand Women of Achievement in the World.

In 1973 her first book was published, the "Atlas of Spectral Data and Physical Constants for Organic Compounds." This 12 lb, 1700 page reference book on 8200 compounds sells for \$125 and the First Edition is already sold out. The Second Edition is in preparation.

She is listed in American Men and Women of Science, The National Register of Prominent Americans and International Notables, Who's Who, The World Who's Who of Women.

Business Address

The Standard Oil Company (Ohio)
Warrensville Laboratory
4440 Warrensville Center Road
Cleveland, Ohio 44128
Phone: (216) 575-6331

Important Publications:

Co-Editor: "Atlas of Spectral Data and Physical Constants for Organic Compounds" (CRC Press) (1st Edition, 1973; 2nd Edition, 1977).
"Practical Spectroscopy, Applications of Infrared and Raman" (Dekker).
"Teaching Analytical Chemistry: Real World Needs" in Analytical Chemistry, 49, 182A-192A (1977).
She has authored or co-authored 45 technical papers and publications in the field of molecular spectroscopy, and is the holder of one patent.

Membership in Learned Societies, Professional Associations, Civil Organizations:

American Chemical Society (Advisory Board of the Journal, Analytical Chemistry, 1972-1974);
Coblentz Society (Board of Managers, 1968-1971; Chairman, Education Committee, 1969-1977);
Society for Applied Spectroscopy (National President, 1970; Chairman, Education Committee, 1975-1977);
Phi Beta Kappa;
Iota Sigma Pi (President, Fluorine Chapter, 1958-1960);
Cleveland Council on World Affairs;
Central United States Ski Club.

Significant Honors Attained:

Eleventh Annual Chemical Profession Award from the Cleveland area Chemistry and Chemical Engineering Societies, 1963 (1st Woman to Receive this Award).

Ohio University certificate of Merit Alumni Award, 1965.

Selected as one of 2000 Women of Achievement in the World in 1971.

Listed in: "American Men and Women of Science"

"The World Who's Who of Women"

"The National Register of Prominent

Americans and International Notables"

Y.W.C.A. Certificate of Achievement as a woman leader in the Economic, Civic and Cultural Life of Cleveland.

Exceptional Achievements or Contributions:

Perhaps Jeannette Grasselli's biggest achievement is to perform all her "extra curricular activities" while holding down a job that most people would consider full-time. Not only has she been regarded as an expert in her scientific field for over a decade, but she is invariably selected for committee work in many related areas because of her enthusiasm and ability to get things done. The first edition of her book "Atlas of Spectral Data and Physical Constants for Organic Compounds" represents an amazing amount of work as evidenced not only by its length (1700 pages) and weight (12 lbs.), but also by its usefulness (see enclosed reviews). The second edition is in six volumes and is three times larger. Few people would have started such a project, let alone completed it.

Special Relationship to Ohio University:

B.S. (Chemistry) from Ohio University (1950).

Certificate of Merit Alumni Award (1965).

Other Sources of Information Which Could be Consulted About the Nominee:

American Men and Women of Science.

The National Register of Prominent Americans and International Notables

Who's Who

The World's Who's Who of Women.

Personal Evaluation of Nominee:

Jeanette Grasselli conveys a tremendous enthusiasm to every project she undertakes. She has been appointed to just about every committee in her field, and always manages to get things done, both through her own efforts and her charming way of persuading others to work as hard as she does. She is keenly interested in chemical educations and in the liason between industry and universities, as evidenced by her recent article in Analytical Chemistry (copy enclosed) and her chairmanship of the Education Committees of the Society for Applied Spectroscopy and the Coblentz Society. From a professional viewpoint, she has made the analytical chemical group at Sohio Research into one of the very best in any industrial company in the world. Her efforts as one of the prime movers of the Federation of Analytical Chemistry and Spectroscopy Societies helped to create an important coordinating organization for a field previously lacking a unifying influence.

Jeannette Grasselli still has a great care for Ohio University, and was delighted to have the opportunity to present a seminar to the Chemistry department a couple of years ago. I believe that she fulfils all requirements for an honorary degree from her alma mater.

Nominator's Name

Peter R. Griffith

Address

Blippinger 1770

Phone Number

594-6381

Return to: Arthur J. Marinelli

Copeland Hall - Room 217

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OHIO UNIVERSITY
INTER-OFFICE COMMUNICATION

APR 4 1978

DATE April 3, 1978

TO Charles Ping, President of Ohio University

FROM Arthur Marinelli, Chairman, Ohio University Honorary Degree Committee

SUBJECT Honorary Degree - Ruby Mercer

The Honorary Degree Committee recommends that Ohio University award the honorary degree, Doctor of Music, to Ruby Mercer.

A graduate of Ohio University who, as an operatic soprano, sang leading roles with the Metropolitan Opera and sang as a soloist with other leading opera companies throughout the world. Her radio program in New York City "Mr. and Mrs. Opera" and in Toronto, Canada, "Opera Time" enriched the music world and provided greater public understanding of opera. Her important and indispensable biography on Edward Johnson, a leading opera tenor and general manager of the Metropolitan, fills an important gap about one of the most fascinating opera figures of all time. As founder, publisher, and editor of "Opera Canada," a magazine devoted to opera in Canada and the United States, she has brought enjoyment and enrichment to the music world. For more than fifty years her creative life as an operatic soprano, music critic and commentator, biographer, magazine publisher and editor has brought her lasting fame in the music world.

AM:jg

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MISS MARY T. NOSS
THE TOWERS - #207
WINTER PARK, FLORIDA 32792

March 18, '78

Dear Mr. Marinelli,

You may remember that I wrote you last year concerning Ruby Mercer's remarkable career and expressing the hope that she might receive an honorary doctorate.

You know, I think, that she sang some major roles at the Metropolitan Opera and had her own radio programmes while she was in New York and has continued them in Toronto.

The quarterly magazine of which

she is owner and editor-in-chief, "Opera-Canada" gives news not only of Canadian Opera, but of European and American opera, as well.

Penly has a vivid, glamorous personality. She is still very active - is still, I suppose, president of the Guild for Children's Opera in Toronto.

She did an immense amount of research in Italy and this country for her biography of Edward Johnson, leading tenor at La Scala, the Chicago Opera and the Metropolitan and finally General Manager at the Met.

MISS MARY T. NOSS
THE TOWERS - #207
WINTER PARK, FLORIDA 32792

I agree with Manly Duckworth, music critic of the Orlando Sentinel, that the book is "absorbing" "fascinating" and "indispensable", the latter because Johnson did not write his own memoirs and Rubq's book fills the gap between Gatti-Casazza and Rudolf Bing.

My sight is very poor at the age of 92 and that is why my writing is almost illegible.

Sincerely yours,

Mary T. Noss

Eusebia Hunkins 12 N. College St. Athens, Ohio 45701

Dr. Arthur Marinelli March 15, 1978
Capeland Hall
Athens, Ohio 45701

Dear Dr. Marinelli:

I would like to urge your serious consideration of Ruby Mercer as a candidate for the Honorary Degree of Doctor of Music. She is certainly one of the most illustrious graduates of Ohio University in many years.

Her fellowship at the Guildford Graduate School of Music in New York City was concurrent with mine and I have followed her artistic career with great interest, recalling with pleasure her star appearances with The Metropolitan and her "Mr. and Mrs. Opera" radio broadcasts.

Presently Ruby is a prominent figure in the musical life of Toronto, Canada. She is an authority on the production of Children's Opera, and has been selected to chair a panel in the forthcoming "Opera for Youth" symposium at Kennedy Center in Washington, D.C. on April 1.

Ohio University could make a significant gesture toward the arts with the granting of this degree. Sincerely Eusebia Hunkins

February 1, 1978

HONORARY DECREE - NOMINATING FORM

In order to act on a nomination the Honorary Degrees Committee needs all pertinent information about the nominee. Please supply as much information as possible. Whenever possible supporting data should be attached separately.

Name of Nominee: Ruby Mercer

Place and Date of Birth: _____

Position: Operatic Soprano, Radio Music Programs (Critic and Commentator), Biographer, Magazine Publisher and Editor

Academic Degrees Earned and Institutions Granting Them:

A. B. Ohio University, 1927
Cincinnati Conservatory of Music
Juilliard School of Music, New York
Studied with Marcella Sembrich

Honorary Degrees and Institutions Granting Them:

Not Known

Vocations Experience:

1936 - Ruby was invited to audition for the role of Nedda in Pagliacci by Edward Johnson, Manager of the Metropolitan Opera, after he had heard her in a performance at the Juilliard School of Music where she was studying. The audition was successful and she sang the role in the spring season of that year.

1937 - She sang the role of Marguerite in Faust with the same company.

She later sang leading soprano roles in Cincinnati, St. Louis, and other cities in the 1930's and 1940's.

1941 - She sang Evelyn in La Vie Parisienne by Jacques Offenbach with the New Opera Company (First Season), New York

She appeared in many recitals in cities across the country and in Alaska.

1943 - She appeared with Salvatore Baccaloni in recitals in several cities. Mr. Baccaloni was a Metropolitan Opera Basso.

1930's and 1940's - Leading roles in light operas by Sigmund Romberg and Victor Herbert

Recitals at Town Hall, New York

Other Experience or Activities Relevant to Nomination:

Co-Host with Theodor Haig of "Mr. and Mrs. Opera", WNYC Radio
Opera Commentary and Criticism

After moving to Toronto, she began an opera program over CBS-FM
"Opera Time". This is still being broadcast.

Important Publications:

1960 to present - Opera Canada, a magazine devoted to opera in Canada.
 Founder, publisher, and editor

1976 - The Tenor of His Time - Edward Johnson of the Met by Ruby Mercer
 A biography of the great tenor of the Metropolitan Opera Company
 who later became manager of the company. Published by Clarke, Irvin
 & Company, Limited/Toronto/Vancouver

Manly Duckworth, music critic of the Orlando (Florida)
Sentinel-Star says in part:

"Ruby Mercer's book, The Tenor of His Time - Edward Johnson of the Met is an absorbing book about one of the significant figures in music in the first half of the 20th century. The book fills a void, for Johnson, though pressed by various publishers to write his memoirs, never did.

"Miss Mercer brilliantly reconstructs his Italian years as Eduardo di Giovanni, his rise to leading tenor at La Scala, and his triumphant return to America, first at the Chicago Opera and then at the Metropolitan (1921-1950)."

Review supplied by Dr. Mary T. Noas, former Professor of
 French, Ohio University.

1957 to 1975: Miss Mercer's name appears in Readers' Guide to Periodical Literature fifteen times as author of articles or editorials on opera.

Membership in Learned Societies, Professional Associations, Civil Organizations:

Not known

Significant Honors Attained:

1936-1937 - She sang leading soprano roles at the Metropolitan Opera, New York.

Successful soprano soloist over a number of years

Known in the United States and Canada for her contributions to music appreciation through her radio opera programs and her magazine, Opera Canada

1934 - Walter W. Naumburg Musical Foundation prize debut recital Town Hall, New York, April 8, 1934

Exceptional Achievements or Contributions:

See above

Special Relationship to Ohio University:

A. B. Ohio University, 1927

She appeared here in Memorial Auditorium

1934 - Sponsored by Women's Music Club

1941 - Sponsored by Community Concerts and Women's Music Club

Other Sources of Information Which Could be Consulted About the Nominee:

Dr. Mary T. Noss
Former Professor of French
Ohio University

Present Address:

Mary T. Noss
The Towers, Room 207
Winter Park
Florida 32789

Personal Evaluation of Nominee:

It is very difficult to list the most important activities of a person like Ruby Mercer whose creative life has covered such a long period of time - almost half a century. She is still (1977) busy with her magazine, Opera Canada, and her radio music commentary over the Canadian Broadcasting Company, Opera Time. The biography of Edward Johnson was published in 1976.

to remember

It is important that all of her early education: elementary, secondary, and college occurred here in Athens. She has made a great contribution to her chosen field in two countries. I am sure that few alumni of Ohio University can boast of such a record.

Nominator's Name William D. Herron

Address 49 Franklin Avenue, Athens

Phone Number 593-5418

Return to: Arthur J. Marinelli
Copeland Hall - Room 217

Deadline April 4th 53

Ruby Mercer

Chronology of Some Other Appearances:

- 1932 or 1933 - Debut with the Chautauqua Opera, Chautauqua, New York. She sang three or four summers there.
Micaela in CARMEN; Susanna in MARRIAGE OF FIGARO; Olympia in TALES OF HOFFMANN; and other operas.
- 1935(?) Debut with the Philadelphia Opera Company: Nanetta in FALSTAFF with Fritz Reiner conducting; Micaela in CARMEN with Alexander Smallens conducting.
- 1934 or 1935 Debut with the Cincinnati Opera Company: Flower Maiden in PARSIFAL; the following season: Micaela in CARMEN; Musetta in LA BOHEME; 1936? Juliet in ROMEO AND JULIET with Fausto Cleve conducting. Also Annchen in FREISCHÜTZ.
- 1937-1938 MGM contract as 'Starlet'; Successful screen test for Angela in ANTHONY ADVERSE film, but a greedy agent held out for too high a fee on impossible terms. Made no movie.
- 1938 Co-starred with Lanny Ross on "Starlight Roof" Radio ~~Ex. 2~~.
- 1938 St. Louis Opera. She had debuted there in the summer of 1936 and over a number of seasons she sang THE CHOCOLATE SOLDIER, THE NEW MOON, THE DESERT SONG, THE MERRY WIDOW, and RED MILL.
- 1939 Roxanne in CYRANO DE BERGERAC, a new musical opposite George Houston in Pittsburgh. It was intended for Broadway, but didn't make it.
- 1939 She starred in musical show at the San Francisco World's Fair.
- 1940 She starred in "Gay New Orleans" as Scarlet O'Hara at the New York World's Fair.
- 1941 She toured for Community Concerts during winter - solo recitals and as Susanna in THE MARRIAGE OF FIGARO.
- 1942 Radio Musical Hall Shows, symphony dates and with the Montreal Opera Company with Wilfred Pelletier conducting: Micaela in CARMEN and Musette in LA BOHEME.
- 1943 She sang Nedda in PAGLIACCI with Giovanni Martinelli with Connecticut Opera Company in Hartford in December.
- 1943-1945 She went on tour with Baccaloni Opera Company for Community Concerts as Norina in DON PASQUALE and Rosina in BARBER OF SEVILLE.
- 1944 THE MERRY WIDOW with Michael Bartlet in Baltimore, Maryland
MAYTIME in Memphis Open Air Theater
THE THREE MUSKETEERS and THE GREAT WALTZ in Pittsburgh
BITTER SWEET in the Theater under the Stars, Vancouver
Ingenu lead in Harburg-Romberg musical FORBIDDEN MELODY
opposite Carl Brisson on Broadway

Ruby Mercer (continued)

- 1945 THE GREAT WALTZ at Theater under the Stars, Vancouver
Debut, National Opera, Mexico City as Blonde in THE
ABDUCTION FROM THE SERAGLIO by Mozart and Norino in
DON PASQUALE at Bellas Artes, with Salvatore Baccolini
and others.
- 1945 - 1946 Paper Mill Playhouse, Millburn, New Jersey: NEW MOON,
and 1947 MERRY WIDOW; BLOSSOM TIME, VAGABOND KING, BITTER SWEET
- 1947 - 1948 Birmingham, Alabama's Summer Operetta Season: MERRY
and 1949 WIDOW, NEW MOON, GREAT WALTZ
- 1947 Second Town Hall Recital, New York
- 1949 - 1950 Toured as soloist with Columbia's Community Concerts with
Marvin Tiehara; also The Nine O'Clock Opera Company
- 1948 - 1958 Hostess, Mr. and Mrs. Opera Program, NYCA Radio, Sundays,
New York
- 1952 - 1958 Hostess and interviewer, THE RUBY MERCER SHOW, Mutual Network
- 1955 - 1958 Hostess and Interviewer for Broadway shows and Metropolitan
debuts on MUSIC WE LIKE, nightly on WOR 11:15 to 11:30
- 1956 - 1957 She represented the United States on Jury of International
and 1958 Premio Italia Company Auditions, Radio-Tv.
- 1957 - 1958 Hostess, CAMEO OPERA, TV, New York, 6:30-7:00 p. m. Sundays
- 1958 She married Toronto businessman, C. G. Por, and moved to
Toronto.
- 1959 Guest on various Canadian Broadcasting Company Radio and
Television shows
- 1960 Founded quarterly magazine, OPERA CANADA, of which she is still
Editor as well as president of the Board of Directors of The
Foundation for Coast to Coast Opera Publication that publishes
it.
- 1962 Began weekly series of Broadcasts on CBC, now heard weekly on
CBC FM on Wednesday evenings: OPERA TIME. She is hostess,
commentator, reviewer as she plays excerpts from operas.
- 1968 She founded CANADIAN CHILDREN'S OPERA CHORUS, for boys and
girls aged 8 to 16. President of the Board of Directors;
she has commissioned Giancarlo Menotti for a new opera for
children to be put on by the group in 1979.

Ruby Mercer (continued)

Other Activities:

Program Chairman: American Women's Club of Toronto 1969-70.

President: American Women's Club 1971-73

On Board of Directors, Canadian Opera Company 1970 - 1978

On Board of Directors, National Opera Association, 1976 -
Opening Toastmistress for 1977 Annual Convention in Bloomington, Indiana

April 1, 1978, she will chair Columbia Federation of Music Clubs' Symposium
on "HOW TO PRODUCE CHILDREN'S OPERA: Staffing and Casting, Coordination of
all Aspects" in Washington, D. C. Saturday April 1, 1978

She has contributed to GROVE'S DICTIONARY, INTERNATIONAL MUSICIAN, ENCYCLO-
PEDIA, ITALIANO, ENCYCLOPEDIA CANADIANA, OPERA NEWS, INTERNATIONAL ENCYCLO-
PEDIA and other publications.

APR 4 1978

OHIO UNIVERSITY

Inter-Office Communication

DATE April 3, 1978TO Charles Ping, President of Ohio UniversityFROM Arthur Marinelli, Chairman - Ohio University Honorary Degree Committee

SUBJECT Honorary Degree - Eugene F. Rinta

The Honorary Degree Committee recommends that Ohio University award the honorary degree, Doctor of Laws, to Eugene F. Rinta.

Eugene F. Rinta is a leading authority on federal taxation and spending. The author of numerous analytical articles in a series entitled "Federal Spending Facts" and "Federal Tax Facts," he has brought greater understanding of taxation to private businessmen and the general public. His articles have been widely quoted and have been reproduced in many books, financial publications, the Congressional Record and in the "Daily Report for Executives." As fiscal analyst, research director, and now executive director of the Council of State Chambers of Commerce of the United States, he has brought a great deal of expertise and leadership to that organization.

A devoted alumnus of Ohio University, he has devoted his time and talent to its interests as President of the Ohio University Alumni Association and currently as President of The Ohio University Fund.

AM/mc

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*I received this on the 9th, & we will discuss this
at our meeting on Wednesday* *Art Marinelli*

OHIO UNIVERSITY

INTER-OFFICE COMMUNICATION

DATE November 4, 1977

TO Mr. Arthur Marinelli, Copeland Hall Room 217

FROM Jack G. Ellis, Director of Development

SUBJECT Honorary Degree Nomination

I respectfully submit to the Honorary Degree Nominations Committee the name and credentials of Mr. Eugene F. Rinta, for nomination and consideration.

Mr. Rinta, currently President of The Ohio University Fund, Inc., has served Ohio University in several capacities continually since the 1950's. He became more active as a member of the Washington, D.C. area alumni, being elected to the national Board of Directors in 1964. He served in various offices culminating with election to the Presidency in 1968.

Mr. Rinta has devoted considerably of his talent, time and finances to Ohio University and has never refused to serve his Alma Mater when asked. He has been requested of service from every university president since Dr. John C. Baker and each has regarded Mr. Rinta as a man of high integrity, unusual intellect and an asset to Ohio University as one of its graduates.

I sincerely endorse Mr. Eugene F. Rinta as an exceptional alumnus, a professional of recognized merit and ability and a man worthy of the high honor which can be bestowed by this Committee.

Jack G. Ellis

Jack G. Ellis

JGE:mc

October
~~October~~ 1, 1977

HONORARY DEGREE - NOMINATING FORM

In order to act on a nomination the Honorary Degrees Committee needs all pertinent information about the nominee. Please supply as much information as possible. Whenever possible supporting data should be attached separately.

Name of Nominee: Eugene F. Rinta

Place and Date of Birth: Ohio, October 7, 1912

Position: Executive Director, Council of State Chambers
of Commerce, Washington, D. C.

Academic Degrees Earned and Institutions Granting Them:

Ohio University, BS 1938 with highest honors

Honorary Degrees and Institutions Granting Them: None

Vocations Experience:

Following graduation from Ohio University he was offered a full fellowship to the Harvard School of Business. At mid-point in this pursuit he was lured away by the F.B.I. His experience since is as follows:

- 1939-1946 F.B.I., Special Agent, on extended assignment in Stockholm and Helsinki in 1943; at Pearl Harbor in 1945-46 where he was administrative assistant to the Director of F.B.I. Headquarters.
- 1947-1948 Member of the Investigative Staff of the Committee on Appropriations, U.S. House of Representatives.
- 1949-1952 Council of State Chambers of Commerce - Fiscal Analyst
- 1953-1959 Council of State Chambers of Commerce-Research Dir.
- 1959 to
Present Council of State Chambers of Commerce -
Executive Director

Other Experience or Activities Relevant to Nomination:

The Council of State Chambers of Commerce represents each state within the Union who officially maintain State Chamber offices. Mr. Rinta is regarded by members of the United States Congress as one of the leading authorities on the federal budget.

Mr. Rinta's analyses of Federal budget matters have often been reprinted by Senators and Representatives in the Congressional Record. Those analyses have also been reported regularly in TOTO, by the Bureau of National Affairs in its Daily Report for Executives. Often times the Bureau of Management and Budget have requested 50 or more copies of his analyses.

Important Publications:

For 20 years, Mr. Rinta has written analytical articles on Federal fiscal issues which are published by the Council of State Chambers of Commerce. They have been frequently reported and discussed editorially in the Nation's press.

"The Federal Budget and Expenditure Control" The Annals of the American Academy of Political and Social Science, September 1968.

Journal of the National Tax Association, published regularly and participation in panel discussions on tax matters.

Federal Tax Facts, published by the Council for State Chambers of Commerce

Federal Spending Facts - See "Selected Readings in Economic Education" by Roman F. Warmke and Gerald F. Draayer, Ohio University, June, 1969.

Membership in Learned Societies, Professional Associations, Civil Organizations:

United States Tax Council: Consultant on the Federal Budget

National Tax Association - Tax Institute of America

Beta Theta Pi Social Fraternity

Government Research Association

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Significant Honors Attained:

Exceptional Achievements or Contributions:

The achievements I wish to narrate are not the usual ones you would expect to find here, as they are achievements of a personal nature. One of Mr. Rinta's strongest qualities is his sustained purposiveness. This is evidenced by his determination to get an education. As a first generation natural born citizen whose parentage came from Scandinavia, he lacked funds for college after graduation from high school. So, he organized a group of neighborhood boys into a basketball team. By dint of training and perseverance they made themselves so good they attracted the attention of various colleges and universities. Mr. Rinta was given an athletic scholarship to attend Ohio University. He achieved his purpose by being provided an opportunity to obtain an education.

Another achievement is the recognition given him for his expertise on Federal budget matters. Mr. Rinta is a national authority and has frequently been invited by the Joint Committee on Internal Revenue Taxation to give expert testimony on matters causing concern. The committee is composed of the best qualified members from the House Ways and Means Committee and the Senate Finance Committee.

Special Relationship to Ohio University:

Mr. Rinta has maintained his relationship to Ohio University very closely and personally since his arrival in the Washington, D. C. area. He has organized and been the Ohio University representative to the Alumni Association for many years. Frequently, he has been called upon to host and serve as liaison to the Washington area for Ohio University Presidents and other University officials. Among his recognitions from Ohio University are:

1964-1972	Ohio University Alumni Association (National) Board of Directors
1966-1968	Vice President, Board of Directors, Ohio University Alumni Association
1968-1970	President, Board of Directors, Ohio University Alumni Association
1967-	Ohio University Athletic Hall of Fame induction
1968	Served on the Ohio University Presidential Search Comm.
1973	Ohio University Certificate of Merit
1973 to present	President, The Ohio University Fund, Inc. Board of Trustees
Trustees' Academy member since 1967	

Other Sources of Information Which Could be Consulted About the Nominee:

Children: Daughter - Kerstin - graduated O.U. '71;
Masters - 1972 (Phi Beta Kappa)

Karen - graduated O.U. 1973 - Phi Beta Kappa

Son Michael will graduate O.U. in June 1978.

Who's Who in America 1970-71

World Who's Who in Finance and Industry, 16th Edition

Personal Evaluation of Nominee:

In addition to his wife, the former Saga H. Lindberg of Helsinki, Finland, are his three children, the last of whom will graduate from Ohio University in June 1978 - (son Michael). I believe Mr. Rinta's greatest interest in life is Ohio University, the first entity to give him opportunity and recognition. That is followed by golf, investment finance and the Federal Budget.

I have known Mr. Rinta well, since 1967 when I first became associated with Ohio University. In the nearly eleven years since, I have never met a person so totally devoted to giving his time, energy and finances to Ohio University as Mr. Rinta. During his years as president of the Alumni Association, he was so highly regarded that he was invited to sit with the University Board of Trustees as Association counsel. Because of his integrity and leadership, that honor is still afforded today, to the Association president.

Mr. Rinta has returned service to Ohio University many fold because of the opportunity it gave him in 1934. He has sent his three children to Ohio University because of his love for his Alma Mater. What more fitting honor to Ohio University than to bestow an Honorary Degree to one of our own products, who has succeeded and served well, than on the occasion of the graduation date of the last of his three children.

Nominator's Name Jack G. Ellis, Executive Director
The Ohio University Fund, Inc.
Address 305 McGuffey Hall
Phone Number 594-6754

Return to: Arthur J. Marinelli
Copeland Hall - Room 217

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Biographical Material - Eugene F. Rinta

Publications

During the last 25 years Mr. Rinta has written numerous analytical articles on Federal budget issues (from 6 to 10 each year) in a series entitled "Federal Spending Facts". For a sample of these articles see "Selected Readings in Economic Education", Editors: Roman F. Warmke and Gerald F. Draayer; Ohio University, Athens, Ohio, June 1969.

Mr. Rinta has also written articles from time to time published in a series entitled "Federal Tax Facts". A sample dealing with the Tax Reform Act of 1969 is enclosed.

Both the Federal Spending Facts and Tax Facts publications have a distribution of above 4,000 to newspapers, financial periodicals, college and law school libraries, members of Congress, and officials in the Executive Branch of the Government.

On many occasions over the years his articles have been reproduced in full in the Congressional Record and in full or in part in the "Daily Report for Executives" published by the Bureau of National Affairs, Inc., Washington, D. C.

Annually, on request of the Joint Council on Economic Education, he supplies copies of his analysis of the Federal budget for the ensuing fiscal year for use in the Joint Council's summer workshops.

While Mr. Rinta has not written articles specifically for financial publications, he has been often quoted in articles and editorials of such publications as "Financial World".

Memberships in Professional Associations

Has long been a member of the National Tax Association, now the National Tax Association - Tax Institute of America. Presented papers at the annual conferences of the National Tax Association in 1965 and 1966 and was a panelist at the annual conferences in 1954 and 1959. Also was a panelist at the last annual conference of the Tax Institute of America (1972) before it merged with the National Tax Association.

Has been a member of the Government Research Association for many years.

Government Career

Employed by the Federal Bureau of Investigation from November 1938 to November 1946. Was one of three men chosen for year-long special undercover assignments in Europe during World War II. Was in Stockholm and Helsinki from February 1943 to March 1944 with intelligence and security responsibilities.

Was one of two men chosen for extended investigations at Pearl Harbor - October 1945 to February 1946 .

Last assignment was as supervisor at FBI national headquarters responsible for investigations of bank irregularities and fraud against the government.

Employed as a professional staff member of the Committee on Appropriations, U.S., House of Representatives in 1947 - 48. Two major assignments were heading up studies of procurement by the Quartermaster

Corps of the Army and Operation of the Federal-State system of employment service and unemployment compensation.

Listings

Has been listed in several issues of Marquis' Who's Who in America and Who's Who in Finance and Industry.

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PRESIDENTS OFFICE

NOV 18 1977

OHIO UNIVERSITY
INTER-OFFICE COMMUNICATION

DATE November 18, 1977

TO Dr. Charles J. Ping, President of Ohio University

FROM Arthur Marinelli, Chairman, Honorary Degree Committee

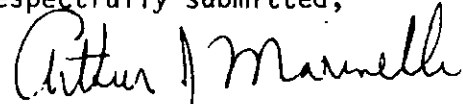
SUBJECT HONORARY DEGREE CANDIDATE

The Honorary degree committee unanimously recommends that an honorary degree, Doctor of Mass Communications, be awarded to Walter Cronkite. The awarding of this degree would hopefully occur at the 10th anniversary of the chartering of the College of Communications. Dean John R. Wilhelm can make the appropriate arrangements for the awards ceremony.

Mr. Cronkite was one of the nation's leading war correspondents and since leaving his distinguished career of being a correspondent for United Press has covered the major news events of the past three decades on CBS News.

Mr. Cronkite has given his time and energy as a friend of Ohio University in heading the Considine Fund, a scholarship fund, and now is on the committee raising funds for the Cornelius Ryan Foreign Internship Program in the College of Communications.

Respectfully submitted,



Arthur J. Marinelli, Chairman
Honorary Degree Committee

kb

HONORARY DEGREE - NOMINATING FORM

In order to act on a nomination the Honorary Degrees Committee needs all pertinent information about the nominee. Please supply as much information as possible. Whenever possible supporting data should be attached separately.

Name of Nominee: Mr. Walter Cronkite

Place and Date of Birth: St. Joseph, Mo. - Nov. 4, 1916

Position: Managing Editor and Anchorman of the CBS Evening News

Academic Degrees Earned and Institutions Granting Them:

University of Texas - 1933-35

Received Distinguished Alumni Award from University of Texas

Honorary Degrees and Institutions Granting Them:

L.L.D. - Rollins College in Florida, 1966.

Honorary Doctorates: University of Michigan
University of Massachusetts

Doctor of Laws - Bucknell University
Syracuse University

L.H.D. - Ohio State University

First man to receive an Honorary Degree from Wilson College in Chambersburg, Pa.

Honorary Degrees - University of Missouri, Columbia Mo.
Duke University (1972)
Dartmouth College (1972)

Vocations Experience:

- 1940-42 - Scripps-Howard writer in Houston
- 1942-45 - United Press correspondent in Kansas City and Dallas, and in 1943 to North Africa and then London as a war correspondent. Became leading expert on airwar.
- 1945-48 - European correspondent for United Press covering Nuremburg trials and other major European stories. Bureau manager in Moscow.
- 1949-50 - Lecturer and magazine article writer
- 1950-77 - Began career at CBS News and has been there since. Has covered most of the major news events of the past three decades including major political conventions, presidential campaigns and elections, interviews with leading figures in landmark shows such as with Eisenhower in Normandy, Walter Kippman, Lyndon Johnson, etc. in hour long or multi-session public affairs programs on international note.

Other Experience or Activities Relevant to Nomination:

Has been President of the Academy of Television Arts and a leading worker to improve that area of communication.

Has worked with numerous press organizations such as the Overseas Press Club to aid colleagues in trouble.

Chairman of the American Committee to Free Journalists held in Southeast Asia.

Speaks frequently on press responsibilities at professional meetings such as Sigma Delta Chi, Society of Professional Journalists, Radio-Television Executives Club, etc.

Important Publications:

"Eye on the World: (Cowles Book Co., 1971) - a compendium of CBS News' reporting on the major trends and stories of 1970 which he edited, also giving his overall analysis and commentary.

Membership in Learned Societies, Professional Associations, Civil Organizations:

1959 - 1960 - National Pres. of Academy of Television Arts and Sciences.

Member of the advisory board of the University of Texas School of Journalism.

Chairman of American Committee to Free Journalists Held in Southeast Asia.

Significant Honors Attained:

1974 - First newsman to receive the Gold Medal of the International Radio and Television Society.
 Nov. 1974 - First Freedom Award presented by John Marshall Law School.
 Oct. 1973 - National Press Club's first Fourth Estate Award.
 "Broadcaster of the Year" by International Radio and Television Society in 1971.
 Freedom of the Press Award from the George Polk Memorial Award Committee (1971)
 Bradford Washburn Award given by the Boston Museum of Sci. (1970)
 Sidney Hillman Foundation Award (1971)
 Emmy (1970) for "Can the World Be Saved?"
 First broadcast journalist to receive the William Allen White Award for Journalist Merit (1969)
 Milwaukee Press Club's Sacred Cat Award
 Journalism Award - Uni. of Missouri School of Journalism.
 Journalism Achievement Award - Uni. of Southern California School of Journalism (only newsman to have received this award twice. 1961 and 1966)
 Delivered the McClatchy Lecture at Sanford Uni.
 1962 - George Foster Peabody Television News Award.

Exceptional Achievements or Contributions:

He has been voted by various communication studies the "most trusted public figure in the United States".

Special Relationship to Ohio University:

Walter Cronkite came to Ohio University to make the inaugural address when the new College of Communication was chartered in Athens in 1968. It drew national attention to the newly created college and began a parade of celebrities who have spoken there over the past decade. There is no doubt his initial appearance encouraged numerous other notables to follow his lead.

His address was a serious matter of national importance. He spoke of the responsibility of journalists to society.

He has remained a good friend of the dean of the College of Communication, and has served as chairman of one scholarship committee for the college (The Considine Fund) now fully funded, and is currently on a committee raising funds for the Cornelius Ryan Foreign Internship Program. Both are based at Ohio University. Cronkite himself wrote over 2,000 letters to help the Considine Fund.

He has complimented the college on the progress it has made, and he will be invited to return to review the first decade of the college and its progress.

Other Sources of Information Which Could be Consulted About the Nominee:

We are attaching material from Who's Who in America, and the official CBS biography on Cronkite.

Personal Evaluation of Nominee:

Walter Cronkite is probably the most distinguished journalist in America, and perhaps the world, today. He has made it a well-known practice to write and edit his own shows, and he uses the title "managing editor" of the evening news show which is rated No. 1 in audience appeal in this country in recent years.

His honesty, his fairness, and his independence have established him as a person trusted by the American people. This has had a major impact on American society and the democratic process, in the view of most informed observers. He must be said to be an outstanding figure in the contemporary American scene, and a leader among communicators.

There is no need to say he is an outstanding person notable among public figures of our time.

Nominator's Name John R. Wilhelm

Address RTVC 483, Ohio University

Phone Number 594-6936

Return to: Arthur J. Marinelli
Copeland Hall - Room 217

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BIOGRAPHY

August 1976

WALTER CRONKITE...CBS NEWS CORRESPONDENT

CBS News Correspondent Walter Cronkite has been described as "the single most convincing and authoritative figure in television news" by Time magazine. He was the only journalist to be voted among the top ten "most influential decision makers in America" in a leadership survey conducted earlier in 1975 by U.S. News & World Report, among a cross section of U.S. leaders, who also selected Cronkite as "the most influential person" in the field of television in the same survey.

Currently serving as anchorman and managing editor of THE CBS EVENING NEWS WITH WALTER CRONKITE, he has been anchorman of the nightly newscast since April 1962 when it was 15 minutes in length. In September 1963, "The CBS Evening News" became network television's first half-hour, five-days-a-week evening newscast, making its debut with Cronkite's headline-making interview with President John F. Kennedy.

Cronkite has covered virtually every major news event during his twenty-five years with CBS News, a milestone celebrated during the summer of 1975. These assignments have included all aspects of the American political scene -- primaries, conventions, elections, and inaugurations -- since 1952, the assassinations and funerals of President John F. Kennedy (November 1963), civil rights leader Martin Luther King (April 1968) and Senator Robert F. Kennedy (June 1968); the Senate Select Committee Hearings on Watergate (summer 1973); the House

(More)

of Representatives Judiciary Committee Hearings on the Impeachment of President Nixon (summer 1974) and Mr. Nixon's subsequent resignation from office (August 1974).

Cronkite has also covered every U.S. manned space mission, beginning with Alan B. Shepard's first flight in 1961 through the Apollo-Soyuz rendezvous in July 1975, and has come to be regarded as one of the most authoritative reporters on the subject. He received an Emmy Award for his reporting on the flight of Apollo 11, man's first landing on the moon, and, recalling moments from that historic mission, admits, "I experienced a first in my life too. I found myself on the air -- speechless!" He also received a second Emmy for his reporting on CBS News' coverage of two subsequent space flights, "Aquarius on the Moon: The Flight of Apollo 13" (1970) and "Ten Years Later: The Flight of Apollo 14" (1971).

During the past few years, as Watergate and the conflict in the Middle East dominated the headlines, Cronkite conducted many timely, exclusive interviews with leading figures in both stories. They included John Dean, Archibald Cox (shortly after he was fired from his post as Special Watergate Prosecutor), Leon Jaworski (who spoke with Cronkite the day he was appointed to succeed Cox), Saudi Arabia's Oil Minister Sheik Al Yamani (interviewed the day the seven Arab countries agreed to end their oil embargo) and the first television interview with Egyptian President Anwar El-Sadat.

His other headline-making interviews in recent years include exiled Soviet author Alexander Solzhenitsyn, who granted his first interview to Cronkite after leaving his homeland; Dr. Daniel Ellsberg, soon after being named as the man allegedly responsible for the release of the Pentagon Papers, conducted while he was still in hiding;

(More)

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and New York State Corrections Commissioner Russell Oswald, following the riots at Attica State Prison.

He also has reported on numerous CBS REPORTS and CBS News Specials. These have included "VIETNAM: 'A War That Is Finished...'," a 2½ hour retrospective of CBS News coverage of the conflict between 1964 and 1975, presented the night the South Vietnamese government surrendered to the communists (April 1975); three broadcasts which netted him additional Emmy Awards for his reporting -- CBS REPORTS: "The Rockefellers," a two-hour look at one of America's most famous families (December 1973); the previously mentioned CBS News Special "Solzhenitsyn," and "Watergate: The White House Transcripts" (May 1974). He also reported on the special CBS News broadcasts "The Vice President Resigns" (October 1973); "POWS: Pawns of War," which examined the status of American fighting men imprisoned in North Vietnam (June 1971) and "Louis Armstrong: 1900-1971," a special memorial tribute to the musician (July 1971). He has also anchored several editions of CBS News' series of informational broadcasts for young viewers, "What's It All About?"

Between 1970 and 1973, Cronkite conducted a series of informal discussions with former President Lyndon B. Johnson at the LBJ Ranch in Texas, in which Mr. Johnson spoke about several aspects of his presidency. These subsequent broadcasts included "LBJ: Why I Chose Not to Run" (December 1970); "LBJ: The Decision to Halt the Bombing" (February 1970); "LBJ: Tragedy and Transition" (May 1970); "Lyndon Johnson Talks Politics" (January 1972) and "LBJ: The Last Interview," conducted ten days before Mr. Johnson's death and broadcast shortly thereafter (February 1973).

A veteran journalist for 40 years, the tirelessly energetic Cronkite has been on-the-scene for newsmaking events throughout the world. In March 1973, he traveled to North Vietnam to cover

(More)

the release of American prisoners of war. Earlier visits to Vietnam, particularly during the Tet offensive in February 1968, resulted in a series of reports on the CBS EVENING NEWS WITH WALTER CRONKITE, and a special broadcast, "Report from Vietnam by Walter Cronkite." Cronkite is now the chairman of the "American Committee to Free Journalists Held in Southeast Asia."

Cronkite was one of the correspondents to accompany President Nixon on his historic visit to the Middle East in June 1974, to China in February 1972, and to the Soviet Union the following May. In November 1971, he accompanied the new delegation from the People's Republic of China on their transatlantic flight from Paris to take seats in the United Nations. He has also made several trips abroad to conduct exclusive interviews with many of the world's leaders, including President Anwar El-Sadat of Egypt, Premier Golda Meir of Israel, President Tito of Yugoslavia, Chancellor Willy Brandt of West Germany and Great Britain's Prince Philip.

Among the many other history-making events Cronkite has reported as a broadcast journalist for CBS News have been the coronation of Queen Elizabeth II, the first visit of Premier Nikita Khrushchev to the United States (1959), former President Eisenhower's trip to the Far East, the preparations in Jerusalem for the trial of Adolf Eichmann, and President Kennedy's state visits to Paris and Vienna to meet de Gaulle and Khrushchev (1961).

In 1963, he anchored the first live transatlantic TOWN MEETING OF THE WORLD broadcast, in which General Dwight D. Eisenhower, former British Prime Minister Anthony Eden, France's Jean Monnet and West Germany's Heinrich von Brentano participated. In 1965, as part of a CBS News team, Cronkite reported from New York with General Eisenhower in "Victory in Europe -- 20 Years After," seen live by

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viewers in the United States and Europe by means of the Early Bird Satellite, as television cameras visited memorable World War II sites. He was also anchorman for CBS News' coverage of the state funeral of Sir Winston Churchill in the same year.

In June 1967, he was the reporter on CBS NEWS INQUIRY: "The Warren Report," a four-night landmark in television journalism.

In 1961, Cronkite conducted three hour-long informal interviews with former President Eisenhower titled "Eisenhower on the Presidency." He also interviewed Pulitzer Prize-winning journalist Walter Lippmann for a broadcast titled "Walter Lippmann: Year End."

Cronkite has been featured on many other outstanding series presented on the CBS Television Network, including "Air Power," "You Are There," "The Twentieth Century," "The 21st Century" and "Eyewitness." He also provides five minutes of news and analysis each weekday afternoon on "Walter Cronkite Reporting" on the CBS Radio Network.

In addition to the U.S. News & World Report leadership survey previously mentioned, several other national polls graphically illustrate that the professionals and America's television viewers agree in their appraisals of Cronkite's role in journalism. In the Second Annual Phillips-Sindlinger Survey of public opinion toward key television newscasters, conducted in May 1974, Cronkite was selected as the most trusted and most objective TV newscaster in America. In a survey conducted by Oliver Quayle and Co. in 1972 dealing with a "trust index," or degree of trust in a public figure, Cronkite finished in the lead with 73%, followed by, among others, the average Senator, 67%; the average Governor, 59%; Richard Nixon and Hubert Humphrey, each 57%; and George McGovern, 56%. And, in a survey reported on in Variety, Cronkite was found to be the most familiar and favorite television newsman among those polled.

(More)

Cronkite has been the recipient of numerous awards and citations for his journalistic achievements. Early in 1974, he became the first newsman to receive the Gold Medal of the International Radio and Television Society as "the most trusted byline in broadcast journalism;" he also received the first Freedom Award presented by the John Marshall Law School (November 1974) and the National Press Club's first Fourth Estate Award, honoring members of the journalistic profession, which cited him for his "outstanding performance for more than 40 years in both the electronic and print media" (October 1973).

In addition to the Emmy awards previously mentioned, Cronkite was among the CBS News Correspondents to win the coveted award presented by the National Academy of Television Arts and Sciences for reporting on CBS News coverage of the shooting of Alabama's Governor George Wallace in May 1972; for "The Watergate Affair," a two-part series presented on "The CBS Evening News" shortly before the 1972 election, which examined in-depth and tied together the events surrounding the Watergate incident to date, and for CBS News' coverage of the resignation of Vice President Spiro Agnew (October 1973).

He was named "Broadcaster of the Year" by the International Radio and Television Society in April 1971, and in March 1971 received the Freedom of the Press Award from the George Polk Memorial Award Committee for "resisting a White House attempt to discredit CBS News' televised disclosure of an atrocity at Bau Me, South Vietnam." On its 50th anniversary in May 1970, the American Civil Liberties Union saluted Cronkite for "distinguished public service in the defense and practice of the First Amendment." He was also the 1970 recipient of the Bradford Washburn Award given by the

Boston Museum of Science for his "superlative presentation of the U.S. Space Program."

He also received a Sidney Hillman Foundation Award in May 1971 and an Emmy (May 1970) for "Can the World Be Saved?," a regular feature on the CBS EVENING NEWS, covering a wide range of subjects dealing with ecological problems.

In 1969, he became the first broadcast journalist to receive the William Allen White Award for Journalistic Merit, and was cited for his "30-year record of excellence as a reporter, foreign correspondent and commentator" which "has earned the admiration of a nation," and for his "editorial integrity, his compassion for his fellow men and his sharp-honed communications skills."

Among Cronkite's other honors are the Milwaukee Press Club's Sacred Cat Award, the Distinguished Alumni Award from the University of Texas, the Journalism Award from the University of Missouri School of Journalism, a Journalism Achievement Award from the University of Southern California School of Journalism (the only newsman to have received this award twice, in 1961 and 1966), and Honorary Doctorates from Northwestern University, ^{Doctor of Letters} Rollins College in Florida, the University of Michigan, the University of Massachusetts, ^{Doctor of Law} Bucknell University, ^{Doctor of Letters} Syracuse University, and ^{Doctor of Humane Letters} Ohio State University. He also became the first man to receive an honorary degree from Wilson College in Chambersburg, Pa., and in June 1970 he received an honorary degree from the University of Missouri, Columbia, Mo. He also holds honorary degrees from Duke University (May 1972) and Dartmouth College (June 1972). In addition, he has delivered the McClatchy Lecture at Stanford University.

(More)

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In 1962, he won the George Foster Peabody Television News Award for his work on the CBS EVENING NEWS WITH WALTER CRONKITE, CBS REPORTS, "The Twentieth Century," CBS News Special Reports and his space coverage.

Cronkite has piled up a considerable number of news "firsts" during his long journalistic career. As a United Press Correspondent during World War II, he participated in the first B-17 air-raid mission over Germany. As a CBS News Correspondent, he took part in the first direct television report from the White House in 1952, when then President Harry S. Truman took him and other network correspondents on a broadcast tour of the Presidential home. He covered the early U.S. atomic tests in Nevada.

Cronkite was born in St. Joseph, Mo., on November 4, 1916. He attended the University of Texas, where he was campus correspondent for the Houston Post, and later was a member of the state capital staff, the Houston Press and other Scripps-Howard newspapers. In his spare time, he was a sports announcer for a local radio station. He began his career as a full-time reporter with the Houston Press, did a year of radio work in Kansas City, and then joined United Press in 1937. He was with that wire service for 11 years.

As a World War II correspondent, Cronkite covered the battle of the North Atlantic in 1942, landed with the invading Allied troops in North Africa, and took part in the Normandy beachhead assaults in 1944. He dropped with the 101st Airborne Division in Holland, and was with the U.S. Third Army in the Battle of the Bulge when it broke through the German encirclement at Bastogne in December 1944.

After reporting the German surrender, Cronkite reestablished United Press bureaus in Belgium, Holland and Luxembourg. He was

(More)

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chief U.P. correspondent at the Nuremberg trials of Goering, Hess and other top Nazis, and in 1946 was sent to Moscow, where he was chief U.P. correspondent for two years.

Returning home in 1948, he broadcast events in Washington for a group of Midwestern radio stations before joining CBS News, Washington, D.C., in July 1950.

Cronkite, long active in the Academy of Television Arts and Sciences, is the only newsman to serve (1959 and 1960) as national president of that organization. He is also a member of the advisory board of the University of Texas, School of Journalism.

In spite of a rather peripatetic schedule, Cronkite in May 1971 had his first book published. "Eye on the World" (Cowles Book Co., 1971), is a compendium of CBS News' reporting on the major trends and stories of 1970 which he edited, also giving his overall analysis and commentary.

Cronkite is married to the former Mary Elizabeth Maxwell of Kansas City. They have three children: Nancy Elizabeth (born November 8, 1948), Mary Kathleen (born September 15, 1950) and Walter III (born April 22, 1957). The Cronkites live in New York City.

* * *

OHIO UNIVERSITY
Inter-Office Communication

DATE April 4, 1978

TO Neil Bucklew, Provost

FROM ^{WFD} William F. Dorrill, Dean, College of Arts and Sciences

SUBJECT Emeritus Status Recommendations

The attached departmental recommendations that Emeritus status be conferred on the following faculty have my unqualified endorsement: Neville Rogers, Professor of English; Myron Sturgeon, Professor of Geology; Leonard Ferguson, Professor of Psychology; James Shipman, Professor of Physics; Helen Worstell, Professor of Social Work; and Shu-Ching Lee, Professor of Sociology.

Attachments

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OHIO UNIVERSITY

INTER OFFICE COMMUNICATION

DATE March 29, 1978

TO William F. Dorrill, Dean, College of Arts and Sciences

FROM Earl A. Knies, Chairman, Department of English *Earl A. Knies*

SUBJECT:

Professor Neville Rogers came to Ohio University in 1964 and brought with him a reputation as one of the top Shelley scholars in the world. During his years here he has directed a number of doctoral dissertations on Shelley, and his interest in his students does not stop with their graduation. He takes a warm personal interest in their subsequent careers and has been of considerable help to them professionally and personally. His numerous contacts in this country and abroad have been of great use to his colleagues, and his deep knowledge of all things British, literary and otherwise, has been a major resource for all of us.

I am pleased to recommend Neville Rogers for emeritus status. He richly deserves it.

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OHIO UNIVERSITY
Inter-Office Communication



DATE March 9, 1978

TO William Dorrill, Dean, College of Arts and Sciences

FROM Geoffrey Smith, Chairman, Department of Geology

G.S. Smith

SUBJECT

It is with genuine pleasure that I nominate Dr. Myron Sturgeon for the position of Emeritus Professor in Geology, effective when he retires at the end of the current academic year.

Dr. Sturgeon has taught at Ohio University since 1946, and served as chairman of the Department of Geology and Geography from 1954 to 1970. The undergraduate program in geology achieved full stature under his leadership, and the MS program in geology was initiated in 1958 largely through his efforts. Throughout his teaching career, Dr. Sturgeon has been an inspiring and demanding instructor. His students have always received close personal guidance and thorough professional training. Many have been stimulated to obtain advanced degrees at some of the finest departments in the country. MS students graduating under his supervision have been very successful in professional careers; one of his students is the present State Geologist of Ohio.

Dr. Sturgeon is recognized nationally for his research in the invertebrate paleontology of the Pennsylvanian Period. His collection of Pennsylvanian fossils is of international importance, and serves the research needs of geologists throughout the world. Dr. Sturgeon's scholarly writings include some twenty-five published papers (including books), as well as fourteen unpublished manuscripts and more than twenty papers read before professional societies. He is currently collaborating with paleontologists from Bowling Green University and the University of Iowa on a series of monographs on fossil groups of the Pennsylvanian rocks of the eastern United States - a work that will rank with the most inclusive studies yet published on the fauna of this age. His research awards include several from the Ohio University Fund, two from the Ohio Reclamation Association, and a Baker Award for 1970-1971.

Dr. Sturgeon holds membership in fourteen scientific societies. He is a life fellow of the American Association for the Advancement of Science, and a fellow of the Geological Society of America. He has served as the University representative to the Interinstitutional Committee for the Ohio Conservation Laboratory, and for several years has been an active member of the University Ecology Committee. He has also served for nearly ten years as a member, secretary, and chairman of the Ohio Recreation and Resources Commission. In 1969, Dr. Sturgeon was presented the Distinguished Conservation Award by the Ohio Department of Natural Resources. During this past year, he was presented the Orton Award by the Ohio State University in recognition of his contributions to the profession.

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In my judgement, and that of the Department of Geology, Dr. Sturgeon exemplifies, in the fullest sense, those attributes ascribed to the position of Emeritus Professor. It is my sincere hope that you concur with this judgement, and will forward this recommendation, with your approval, to the Provost and the Board of Trustees.

OHIO UNIVERSITY
INTER-OFFICE COMMUNICATION

DATE April 4, 1978

TO William F. Dorrill, Dean, College of Arts and Sciences

FROM David S. Onley, Chairman, Department of Physics

SUBJECT Emeritus Status for James T. Shipman

On behalf of my colleagues and myself I herewith recommend James T. Shipman, Professor of Physics and formerly Chairman of the Department of Physics, for Emeritus Status.

Jim Shipman first came to Ohio University as a student in 1946 having served as an Electronics Instructor in the United States Navy. He received his B.S. (Physics Major) in 1951, M.S. in Physics in 1953 and was appointed Instructor the same year. He became Assistant Professor in 1957, Associate Professor in 1966 and Professor in 1970. Mr. Shipman served as Acting Chairman for the academic year 1968-69 and as Chairman for 1969-1973. The period of Shipman's chairmanship is now remembered fondly as the lush years. At that time the Department was supported by a National Science Foundation Departmental Science Development Grant of which Jim Shipman was the principal administrator.

Shipman's original interest in electronics and propagation of electromagnetic waves occupied him in active research in the field until around 1960. During that time the Department had a contract with the MIT Lincoln Laboratory. Later Jim turned his talents to teaching and development of the Physical Science program for which he has written a most successful textbook, now in its Third Edition. Jim also played an important part in setting up physics and physical science programs at the regional campuses.

Shipman is an inspiring teacher. Students and colleagues alike are enthusiastic about his ability to reach his classes particularly those composed of non-science students, and others often apprehensive of the subject. His books An Introduction to Physical Science and its three accompanying manuals, published by D. C. Heath, have been adopted by hundreds of universities and colleges throughout the nation.

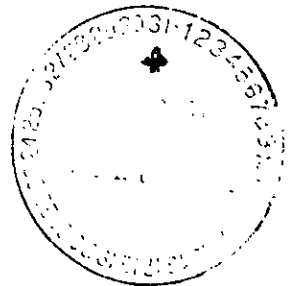
Throughout his career Jim Shipman has truly given generously of his time and money to Ohio University. Himself a member of the Trustees Academy he has successfully recruited several others to this most exclusive company. Mr. Shipman has been Secretary of the Alumni Board for eight years. He started the Physics Scholarship Fund and has supported it generously with his gifts, and it is my expectation that we will rename these scholarships for our most loyal friend and colleague, James T. Shipman.

David S. Onley

April 4, 1978.

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OHIO UNIVERSITY
INTER-OFFICE COMMUNICATION



DATE March 28, 1978

TO William Dorrill

FROM Gary Schumacher

SUBJECT Emeritus status for Dr. Leonard Ferguson

The Psychology Department would like to recommend the conferring of emeritus status on Dr. Leonard Ferguson who was a member of the Ohio University faculty from 1966 to 1977. Prior to that he worked for the University of Connecticut, three life insurance companies or associations and the Journal Press. As a result of his long experience in the area of industrial psychology in various settings, Dr. Ferguson's contributions to that field are invaluable. He is an acknowledged expert in the field of industrial psychology having published over 100 articles and numerous other convention presentations and reports. He is in the midst of a comprehensive history of the field which takes the form of a several volume collection.

Leonard was almost solely responsible for generating the graduate program in Industrial Psychology at Ohio University. In addition he taught a variety of undergraduate courses for the department and supervised numerous individual projects. He served on numerous departmental and university committees during his years at the University.

In sum, Leonard has been an outstanding member of the department whose contributions to the department, to the University and to the field of Industrial Psychology make his recommendation for emeritus status most appropriate. We sincerely hope this title will be conferred upon him.

GS:sr

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OHIO UNIVERSITY

Inter-Office Communication

DATE March 28, 1978

TO William F. Dorrill, Dean, College of Arts and Sciences

FROM Thomas D. Oellerich, Assistant Professor, Department of Social Work

SUBJECT Emeritus Status for Professor Helen Worstell

The Social Work Department recommends the conferring of emeritus status on Professor Helen Worstell, who has been a member of the Ohio University faculty since 1953. From that time and until 1969 Professor Worstell carried the primary responsibility for teaching Social Work related courses in the Department of Sociology. With the establishment of the Social Work Department in 1969, she was appointed its Chairman, a position she continues to hold.

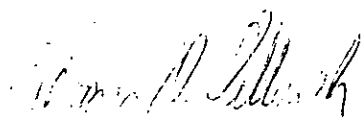
Professor Worstell has been an outstanding undergraduate Social Work educator. Indeed, she is one of the pioneers in the development of undergraduate Social Work education. During the 1950's, she was selected by the Council on Social Work Education to be a member of the Advisory Panel to the Project Director, Dr. Herb Bisno. In 1959, he produced the highly influential report, The Place of the Undergraduate Curriculum in Social Work Education. During the 1960's, Professor Worstell participated in a variety of workshops, sponsored by the Council on Social Work Education, which were held to formulate undergraduate curriculum.

During her tenure here, Professor Worstell has been a member of and chaired a variety of university and college committees. Her most recent chair positions were on the Search Committee for Dean of the College of Arts and Sciences (1976-77) and the New Programs Subcommittee of the University Curriculum Council (1975-77).

In addition, she has been highly active in a number of professionally related associations at the state and local levels. These include the Athens County Children's Service Board, the Mental Health and Retardation Board, the Athens Metropolitan Housing Authority Commission, and the Ohio Welfare Conference of which she is a past president.

In sum, Professor Worstell has been an outstanding member of the Department of Social Work whose contributions to students, to the Department, to the University and to Social Work make her recommendation for emeritus status most appropriate. We sincerely hope that this title will be conferred upon her.

:ah



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OHIO UNIVERSITY

Inter-Office Communication

DATE February 1, 1978

TO William Dorrill, Dean, College of Arts and Sciences

FROM Eric Wagner, Chairperson, Department of Sociology & Anthropology

SUBJECT Promotion of Dr. Shu-Ching Lee to Professor Emeritus

On September 27, 1977, the Department of Sociology and Anthropology met and unanimously voted to go on record in support of the promotion of Shu-Ching Lee to Professor Emeritus, effective with his retirement in June of 1978.

Professor Lee's long academic career has been fascinating. Born in Manchuria, he received a B.A. from National Tsing Hua University in Peking, and won a government fellowship to study abroad. He received his M.A. from the University of Wisconsin, and his Ph.D. from the University of Chicago. During the Sino-Japanese War, he was in charge of intelligence reports on economic affairs for the Ministry of Economic Affairs in Chungking. From there he accepted a position on the sociology faculty of the National Southwest Associated University in China, where he remained until 1945. Coming to the United States, he accepted research positions at the University of Maryland and the University of Chicago, and teaching appointments at the University of Oregon, Washington University, Southeast Missouri State University, the University of South Dakota, the University of Dayton, and finally Ohio University.

He has been at Ohio University since 1969. During the nine years that he has been here, he has been solely responsible for all of the department's courses on the sociology of family, and has taught several special courses on China. In service, he has guided many graduate students with their theses, and has been a major part of our graduate program. His international background has been a factor in recruiting graduate students from many countries.

Professor Lee's numerous publications span four decades. Still a productive scholar, he is best known for his work on China, the family, and the Hutterites. His papers for conferences are also numerous-- in the 1970's alone, he has presented eight papers, six of which were given at national meetings.

His substantial scholarly contributions, service to an international group of graduate students, and long teaching career, all undertaken with the highest regard for scholarly professionalism, merit the honor of being named a professor emeritus. Professor Lee has brought honor and respect, service and dedication to Ohio University. It is with pleasure and affection that I endorse and applaud the unanimous recommendation of the Department of Sociology and Anthropology.

Eric A. Wagner

Eric A. Wagner, Chairperson

EAW/dl

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OHIO UNIVERSITY
INTER-OFFICE COMMUNICATION

DATE April 4, 1978

TO Dr. Samuel Goldman, Dean, College of Education
FROM Dr. James A. Lavery, *JAL* Director, The School of HPER
SUBJECT Emeritus Status for Mr. William Rohr

Mr. William D. Rohr, Professor in The School of Health, Physical Education and Recreation will retire from Ohio University on June 30, 1978. Mr. Rohr has served Ohio University with distinction for fifteen years.

Mr. Rohr has had a distinguished career at Ohio University. He was instrumental in the development of the plans and construction of the Convocation Center. Schedules in both football and basketball were upgraded to include teams from The Big Ten, Big Eight, Pacific Coast, Atlantic, Southeast Conferences as well as nationally recognized Independents. The Ohio University Athletic program, under his tutelage, grew in stature and was regarded as one of the most competitive Universities in the Mid-West Region. The proof of this growth is the fact that Ohio University won The Reese Trophy, which is the symbolic of The Mid American Conference All Sports Champion, seven times during Mr. Rohr's tenure.

Mr. Rohr is recognized as one of the outstanding Directors of Intercollegiate Athletics in the country. He was a charter member of the National Association of Collegiate Directors of Athletics in which he has held the offices of Vice President, President, and Immediate Past President.

In addition to his dedication to Ohio University's Intercollegiate Athletic Program, Mr. Rohr served for six years as Director of the Division of Intercollegiate Athletics and Physical Education. He has continued his interest in the educational development of the present School of Health, Physical Education and Recreation as a consultant and advisor to the graduate program in Sports Administration. He has been instrumental in the development of the practical experience component of the Sports Administration and Physical Education Programs by allowing students to work directly within the Intercollegiate Athletic Program, thus gaining experience in the Ticket, Sports Information, Business Manager offices as well as directly with the Coaches, Trainers and Equipment Managers.

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William D. Rohr

He is also generous with his time by making himself available as a guest lecturer in graduate seminars and as a personal advisor to those students whose primary interest is in interscholastic and/or intercollegiate athletics.

Mr. William D. Rohr is recommended for Emeritus Status by both the faculty of The School of Health, Physical Education and Recreation and the coaches and staff of the Department of Intercollegiate Athletics. I wish to add my personal recommendation that Emeritus Status be granted to Mr. Rohr.

Approved: _____

Samuel Goldman
Samuel Goldman, Dean
College of Education

Date: _____

4/4/78

Approved: _____

Neil Bucklew
Provost

Date: _____

OHIO UNIVERSITY
INTER-OFFICE COMMUNICATION

DATE April 3, 1978

TO : Dr. Samuel Goldman, Dean, College of Education

FROM : Dr. Albert G. Leep, Director, School of Curriculum and Instruction *A. Leep*

SUBJECT: Emeritus Status for Dr. William H. Cooper

Dr. William H. Cooper, Professor of Curriculum and Instruction retires from Ohio University in June of 1978. He has served Ohio University with distinction for 23 years.

Dr. Cooper has distinguished himself at Ohio University as a teacher and a scholar. He has provided leadership in countless numbers of University and professional endeavors including serving as president of the College Reading Association, member of ICA Teacher Training Project in Nigeria (1958-1960), member of the Ohio University teaching staff of "Summer School in Mexico" (1968 and 1969), and member of the Westinghouse Research Team which conducts a national study of the effects of Project Head Start.

Over the years Dr. Cooper has consistently carried heavy teaching loads, served as the Director of the Reading Laboratory and served on faculty committees and study groups. His abilities, courage, personality and devotion to his profession have earned him the respect of students and peers.

With full support of the faculty of the School of Curriculum and Instruction I recommend that Emeritus Status be granted to Dr. Cooper.

APPROVED: *Samuel Goldman*

Samuel Goldman
Samuel Goldman, Dean
College of Education

DATE *4-4-78*

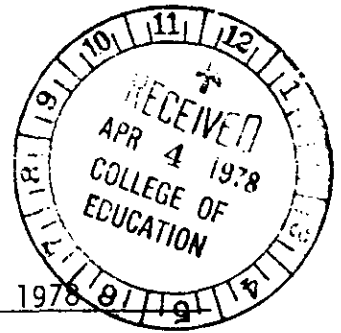
APPROVED: _____

Neil S. Bucklew
Provost

DATE _____

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OHIO UNIVERSITY
INTER-OFFICE COMMUNICATION



DATE April 3, 1978

TO Dr. Samuel Goldman, Dean, College of Education

FROM Dr. Beulah E. Sellers, Director, School of Home Economics

B.E. Sellers

SUBJECT Recommendation for Emeritus Status - Martha Graham

After consulting with members of the Faculty Development Committee, I would like to recommend Martha Graham for emerita status.

Mrs. Graham has given twelve years of dedicated service to Ohio University. She served as a full-time faculty member for ten years and as a part-time faculty member for two years. She expected a high standard of performance from her students and worked many hours with individual students to help them achieve this standard.

During the curriculum design Mrs. Graham applied for and received a university teaching grant to develop illustrative materials for an experimental clothing course. She developed many teaching materials for teaching clothing which she gave to the department upon retirement. She also gave a number of earlier costumes to the School which greatly enhanced the historical costume collection in Human Environment and Design. Her research in lighting and historical collection enables her to serve as a consultant to classes and community groups in this area.

Mrs. Graham gave much leadership to our student organizations. She was adviser of the O.U. Home Economics Club and was elected an honorary member of Phi Upsilon Omicron. The School of Home Economics Award Committee was organized by Mrs. Graham and she served as chairman for five years. She also served on the College of Education Grievance Committee and the University Greek Life Committee.

Members of the Faculty Development Committee and I are in unanimous agreement that Martha Graham should be recommended for emeritus status for her dedicated service to Ohio University.

BES/ljs

[Signature]
Samuel Goldman, Dean, College of Education

4 4-78 approved/~~not approved~~

Neil Bucklew, Provost

approved/~~not approved~~

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OHIO UNIVERSITY
INTER-OFFICE COMMUNICATION

DATE April 3, 1978

TO : Dr. Samuel Goldman, Dean, College of Education

FROM : Dr. Albert G. Leep, Director, School of Curriculum and Instruction *A. Leep*

SUBJECT: Emeritus Status for Dr. Margaret J. Felsinger

Dr. Margaret J. Felsinger, Professor of Curriculum and Instruction retires from Ohio University at the conclusion of the Spring Quarter, 1978. She has served Ohio University with distinction for 26 years.

Dr. Felsinger has distinguished herself at Ohio University as a teacher, champion of students, and a goodwill ambassador of Ohio University to educators throughout the world. During her tenure at O. U. she was a member of ICA Teacher Training Project in Nigeria (1960-62) and Deputy Chief of Party of the Ohio University Contract Team, IV CTZ in Viet-Nam (1966-68). Daniel J. Hays, Chief, Education Branch, IV CTZ had this to say of Dr. Felsinger, "Normally, in Viet-Nam it is difficult for a woman to gain and hold the respect and confidence of Vietnamese men. This has certainly not been the case with 'Peg'. All Vietnamese have a high degree of respect for her professional ability and adore her." Such statements of respect and admiration were and are typically made by all those who have met and worked with Dr. Felsinger in a professional setting.

Dr. Felsinger has served her profession and Ohio University in many official capacities and leadership roles, including the National Council for the Social Studies, the Ohio Council for the Social Studies (of which she was president), the AAUP, the O. U. Faculty Club and countless University committees and study groups.

With full support of the faculty of the School of Curriculum and Instruction I recommend that Emeritus Status be granted to Dr. Felsinger.

APPROVED: _____

Samuel Goldman
Samuel Goldman, Dean
College of Education

DATE 4-4-78

APPROVED: _____

Neil S. Bucklew
Provost

DATE _____

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OHIO UNIVERSITY
INTER-OFFICE COMMUNICATION

DATE April 4, 1978

TO Dr. Samuel Goldman, Dean, College of Education

FROM Ms. Julia J. Nehls, Assoc. Prof., School of Home Economics
J.N.

SUBJECT Emeritus Status for Dr. Beulah Sellers Davis

Dr. Beulah Sellers Davis, Director of the School of Home Economics, will retire from Ohio University in July, 1978. She has served Ohio University for 21 years both as a teacher and an administrator.

Dr. Davis has distinguished herself at Ohio University as a teacher, author, editor, consultant, professional Home Economist and administrator. She has been a loyal supporter of Ohio University as evidenced by her active involvement in recruitment and orientation of students and parents.

Dr. Davis has served her profession and the university in many capacities. Her membership and leadership in various national, regional and state organizations has brought honor to the university. She has received special recognition from Phi Upsilon Comicon, Omicron Nu, Phi Delta Kappa, and Delta Kappa Gamma. She recently received the Centennial Award from The Ohio State University for Contribution to Vocational and Technical Education.

With full support of the faculty of the School of Home Economics, I recommend that Emeritus Status be granted to Dr. Davis.

APPROVED: 
Samuel Goldman, Dean
College of Education

DATE 4-4-78

APPROVED _____
Neil S. Bucklew
Provost

DATE _____

OHIO UNIVERSITY

Inter-Office Communication

DATE April 4, 1978

TO Dean Gerald Silver

FROM Dwight A. Pugh, Chairman, Administrative Sciences Department

SUBJECT Emeritus Status for Robert S. Raymond

I concur with the attached memo from the Department of Administrative Sciences' Advisory Committee and thus recommend that Robert S. Raymond receive Emeritus Status at Ohio University upon his retirement in June, 1978.

I base my recommendation upon: (1) the 23 years of dedicated service to the Institution; (2) upon the continuous output of research, especially in the area of cases; (3) his absolute loyalty to the Department and College as evidenced by his diligent committee work; (4) his interest in college students in their outside-the-college activities such as advisor to Delta Sigma Pi and his diligent and unswerving interest in the Athens County Childrens Services; and (5) his standing as a dedicated teacher requiring high standards of academic achievement. The attached "Personal Data Sheet" is evidence of his publication record and his reputation as a diligent committee worker can best be evidenced by his yearly election by his peers to membership on the Departmental Advisory Committee. His reputation as a demanding teacher is well known within and outside the College of Business Administration.

DAP/bs

Attachments: 2

Approved: *Gerald Silver*

Dean.

Date: 4-5-78

OHIO UNIVERSITY

Inter-Office Communication

DATE April 3, 1978

TO Dwight A. Pugh, Chairman, Administrative Sciences Department

FROM Departmental Advisory Committee

SUBJECT Emeritus Status for Professor Robert Raymond

In recognition of his dedicated service to Ohio University for 23 years, the Departmental Advisory Committee recommends that the status of Emeritus be conferred upon Dr. Robert S. Raymond, Professor of Marketing who has decided to retire at the end of the current academic year.



S. B. Prasad, Chairman
Department of Administrative Sciences
Advisory Committee

SBP/bs

cc: Dr. Nandola
Dr. Patterson

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OHIO UNIVERSITY
INTER-OFFICE COMMUNICATION

DATE March 30, 1978

TO President Charles J. Ping

FROM Gene Peebles, Vice President for Operations *GP*

SUBJECT Recommendation of Labor Agreement for Ratification

Labor negotiations with Local 1699, AFSCME, AFL-CIO and District Council 78 AFSCME, AFL-CIO ended on March 15, 1978 with a new three year agreement covering the period March 2, 1978 through March 1, 1981.

Enclosed for information and action by the Board of Trustees are the following:

Copy of the article in the March 29, 1978 Outlook written for the specific purpose of explaining the basic issues and summarizing other significant provisions of the agreement.

Signed copies of the agreements.

Resolution requesting ratification of the agreements by the Board of Trustees.

GP:eb
Enclosures

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OUTLOOK

An Ohio University Publication for Faculty, Staff and Students

March 29, 1978

Compromise Characterizes Labor Agreement

The three-year contract agreed to March 16 by Ohio University and Local 1899 AFSCME represented, according to Personnel Director Marlin Barklage, "compromise and accommodation by both parties."

A review of the new agreement reveals more of the compromise involved than did the end-of-the-strike reports which focused on those few issues which had kept the parties apart.

A recap of the final issues - week-end assignments, shift differential pay, determination of a clerical unit and the scope of health benefits - illustrates the give and take of bargaining.

Agreement was reached on the question of scheduling house-keeping employees for special weekend events. It provides for assignment on a volunteer and rotation basis with 14 days notice of assignment.

On the question of shift differentials, the parties agreed there will be no premium payments for evening and night job assignments.

In the agreement the union gained an increased health benefits package which includes vision and hearing care family plans by July and a prescription drug refund plan for employees as of July 1 with its extension to employees' families a year later. Insurance benefits for accidental death and dismemberment policy are increased.

Clerical Unit Issue

On the issue of a clerical workers' bargaining unit, the University and the union agreed to the principle of self-determination by employees for both recognition and representation.

Organization of a clerical unit would require a two-step procedure. The union would have to obtain a 30 percent show of interest by April 1, 1979. If the show of interest is obtained, then an election would be held in which a majority of those voting would determine whether or not there would be a clerical unit.

The two parties also agreed to a memorandum of understanding which set up a special committee on conditions of employment for clerical workers that would be acceptable to both the University and the union. Basic to the considerations will be the civil service rules on clerical classifications as defined by the Ohio Department of Administrative Services.

Recommendations made by a majority of the committee will be adopted by the University. On the committee will be two members of the union and two representatives of the University.

Both the committee and the

memorandum will be dissolved if the show of interest is not obtained within a year or if the clerical workers vote against forming a clerical unit.

Classifications which would be in a clerical unit and answers to specific questions raised by employees during the past week are given on page 2.

Stability Provisions

Of primary interest to the University was the addition of a clause which should provide greater labor stability on the campus. In the event of a wildcat strike, such as the two that occurred last year, the union has agreed to publicly disavow the strike, order striking union members back to work, and advise the University in writing that the strike is not sanctioned by the union.

Labor stability also will be encouraged by the length of the agreement which is three years rather than the one year proposed by the union.

The University retained or made gains in several other areas which will allow it to pursue effective management policies.

The University retained the right to contract or sub-contract for work where specialized skills are needed or where the University does not have the equipment necessary for the job.

A new indemnification clause in the agreement protects the University from any claims or suits by employees contesting union dues check-off or revocation procedures.

An article on rest periods will require employees to take their 15-minute breaks at the site where they are working rather than their using time to travel to the central job-assignment point to take the break.

In the area of health benefits, the University retained its authority to scrutinize the rates and provisions of any insurance carrier, be it private or union sponsored.

In the bargaining procedure the University and the union reached agreement to define any bargaining unit by classification across the University, rather than by department.

A mechanism was agreed on whereby through elections the union could add technical units on the Athens campus and operating and technical units on the branch campuses. Classifications which would comprise these units were agreed to.

The University further agreed to union requests for several kinds of information including bi-yearly seniority lists, quarterly statistics on student employee hours and classified employee hours, and bi-weekly reports listing employee status changes. □

Questions of Clerical Employees Answered

The questions below are actual ones asked by clerical employees during the past two weeks. The answers have been supplied by Personnel Director Marlin Barklage.

Q. What is required in obtaining the 30 percent show of interest necessary to hold an election?

A. Either dues check-off cards or other signature cards indicating an employee's interest in being represented must be collected from 30 percent of the employees in the agreed-upon clerical classifications (see last question below).

Q. If the union gets the required show of interest, is an election required and how soon would it be held?

A. The University has agreed to hold the election if a 30 percent show of interest is obtained by any agent by April 1, 1979. It would be held

as soon as the agent and the University established election procedures.

Q. What vote would be required in an election to determine if there would be a clerical unit?

A. A majority vote of those actually voting would carry the election. For example, assume only 59 percent of the clerical employees voted in an election and the 30 percent who had indicated interest voted for a unit. Even if the remaining 29 percent voted "no," the 30 percent "yes" vote would win the election.

Q. If a clerical unit is voted in during an election, will every clerical employee have to join?

A. No. Membership or non-membership in a union is not a condition of employment.

Q. Will the choice to clerical employees be AFSCME or nothing?

A. Any agent submitting a 30 percent show of interest is entitled to an election. However, there will be only two choices to vote for in any election, the prospective agent or the "no agent" choice.

Q. If a clerical unit is voted in, would it be possible for the agent to bargain for rights or benefits for its members only?

A. No. All clerical employees will be subject to the same employment policies.

Q. Would a union determine what the conditions of employment will be for all clerical workers?

A. If a clerical bargaining unit is formed, the University and the agent, through bargaining, will determine the conditions of employment.

Q. What are the classifications that would be included in a clerical bargaining unit?

A. The following classifications would make up a clerical unit:

Clerk 1, Clerk 2, Clerical Specialist, Secretary 1, Secretary 2, Cashier 1, Cashier 2, Account Clerk 1, Account Clerk 2, Account Clerk 3.

Data Processor 1, Data Processor 2, Data Entry Operator 1, Data Entry Operator 2, Data Entry Operator 3.

Office Machine Operator 1, Office Machine Operator 2, Typist 1, Typist 2, Technical Typist, Stenographer 1, Stenographer 2.

Library Assistant, Library Media Technical Assistant 1, Library Media Technical Assistant 2 and Printing Machine Operator 1. □

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AGREEMENT
BETWEEN
OHIO UNIVERSITY
and
LOCAL 1699 &
DISTRICT COUNCIL 78
AFSCME, AFL-CIO

EFFECTIVE
March 2, 1978, through March 1, 1981

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INTRODUCTION

Ohio University and Local 1699 and District Council 78, American Federation of State, County and Municipal Employees, AFL-CIO, having engaged in discussions and presentations of positions for the purpose of establishing harmonious employment relationships, have as a result agreed in certain principles (hereinafter "Agreement") and state as follows:

ARTICLE 1 -- JOINT RESPONSIBILITIES

- A. Ohio University, hereinafter referred to as the "University," and Local 1699 and District Council 78, American Federation of State, County and Municipal Employees, AFL-CIO, hereinafter referred to as the "Union," recognize their responsibilities under the federal, state and local laws relating to civil rights and fair employment practices.
- B. The University and the Union recognize the moral principles involved in the area of civil rights and have reaffirmed in this Agreement their commitment not to discriminate because of race, creed, sex, age, color, handicap, national origin or political belief, or for participation and non-participation in, or affiliation and non-affiliation with any labor organization, or against any employee because of any lawful activity in an official capacity on behalf of the Union.
- C. As used herein, the male pronoun or adjective shall refer also to female unless otherwise indicated. The term employee or employees where used herein shall refer to all employees employed in classifications within the Bargaining Unit.

ARTICLE 2 -- OHIO REVISED CODE

It is understood that matters specifically covered by the Ohio Revised Code shall be observed.

ARTICLE 3 -- MANAGEMENT RIGHTS

- A. Ohio University retains the sole and exclusive right to manage its operations, buildings and plants and to direct the working force except as specifically limited by explicit provisions of this Agreement.
- B. The right to manage the operations, buildings and plants and to direct the working force includes, but is not limited to, the right to hire,

suspend or discharge for just cause, transfer, and the right to lay off employees from duty because of lack of work or for other legitimate reasons, subject only to the restrictions and regulations governing the exercise of these rights as are expressly provided herein.

- C. The right to manage shall also include the authority to establish policy and procedures governing and affecting the operations of the University, but shall in no event be in contradiction to the provisions of this Agreement.

ARTICLE 4 -- UNION MEMBERSHIP

- A. The University will deduct regular monthly dues and the initiation fee for any regular full-time or permanent part-time employee in the bargaining unit in the amount established by the Union upon receipt of an individual written authorization card executed by the employee for that purpose and bearing his signature.
- B. Deductions will be made on the second pay day each month, based on cards submitted at least fourteen (14) calendar days before such pay day.
- C. Total AFSCME dues and initiation deductions are payable each month to the Treasurer, Local 1699, AFSCME. Such deductions and an alphabetical list of names of all employees whose dues and/or fees have been deducted shall be transmitted to the Union no later than the tenth (10th) day following the end of the pay period in which the deduction is made.
- D. The Union agrees that it will indemnify and save the University harmless from any action commenced by an employee against the University arising as a result of the deductions made under this article.

ARTICLE 5 -- UNION RECOGNITION

- A. The University recognizes the Union as the sole and exclusive representative of the bargaining unit for the purpose of establishing hours, and other conditions of employment. The unit for purposes of this Agreement is all operating classified employees on the Athens Campus in classifications specified in the Appendix, but excluding all student, casual or temporary employees, administrative employees, clerical employees, security police officers and dispatchers, technical and professional employees, faculty and supervisors.
- B. The University will continue to discuss matters with the Union toward the end of amicably settling mutual problems through this Agreement and the Grievance Procedure which is a part thereof.

In the event of future enabling legislation in the area of union security, the University will meet with Union representatives within thirty (30) days of the effective date of said legislation to negotiate provisions in that area within the bounds of such legislation. The other terms of the Agreement will continue unchanged.

- C. The term "supervisor" for the purpose of this Agreement means any individual having authority, in the interest of the employer, to hire, transfer, suspend, layoff, recall, promote, discharge, assign, reward or discipline other employees, or responsibly to direct them, or to adjust their grievances, or effectively to recommend such action, if in connection with the foregoing the exercise of such authority is not of a merely routine or clerical nature, but requires the use of independent judgment.
- D. All provisions of this Agreement shall apply only to classifications listed in the Appendix.
- E. In the event a new classification is established that is not specifically excluded from the bargaining unit the University shall determine if said classification shall be established within the bargaining unit. If the Union is in disagreement with the University's determination, it may file a grievance at the Third Step of the Grievance Procedure.
- F. For purposes of this Agreement, a temporary employee is an employee hired for a specific period of time but not to exceed 120 calendar days, except those employees hired to replace a permanent employee on a leave of absence or vacation and those employees scheduled to work twenty-four (24) hours or less in a regular work week.
- G. Notwithstanding the foregoing the University acknowledges the Union as representing eligible office clerical employees on a members-only basis as shown by the University's dues check off records. Eligible clerical employees are all regular full-time or permanent part-time classified clerical employees as defined by the University and the Union to be within an agreed upon clerical unit, excluding casual or temporary employees, probationary employees during the first ninety (90) days of their employment, administrative employees, confidential employees, professionals and supervisors.
- H. The parties will implement the agreement reached under a memorandum of understanding in reference to the agreed upon clerical unit, which will be incorporated by reference in this Article.

ARTICLE 6 -- PROTECTION OF BARGAINING UNIT

The University agrees that openings in the bargaining unit which do not qualify as supervisor positions (as defined in the National Labor Relations Act) will not be filled by contract employees, but rather by classified employees covered by this Agreement.

ARTICLE 7 -- CONTRACTING FOR SERVICES

- A. The parties recognize that the University may contract out or sub-contract work in any department covered by this Agreement, in cases of emergency, or temporary employment, or in cases where specialized, professional or technical services are required and where present employees do not possess the skills in sufficient number to perform the required work.
- B. In the event of such contracting out or sub-contracting, no employee shall be laid off or take a reduction in pay as a direct result thereof.
- C. If any department covered by this Agreement is permanently shut down, a Special Conference with the Union will be scheduled. The conference will make every good faith effort to place the employees elsewhere with the University or with another employer.

ARTICLE 8 -- NO LOCKOUT - NO STRIKE PLEDGE

- A. It is mutually agreed upon and pledged that no "lockout" shall be invoked by the University and no slowdown or work stoppage of any form by employees shall take place during the term of this Agreement or any renewal thereof, nor shall there be any strike or threat of strike. The parties also agree that there will be no reservations, special circumstances, or exceptions warranting a lockout or strike; and that the established grievance procedure of this Agreement provides a mutually acceptable means for orderly settlement of all disputes that may arise, and that each party will cooperate with the other to implement arbitration as set forth in Article 16 of this Agreement.
- B. Should any activity prescribed by Section A of this article occur which the Union has not caused or sanctioned either directly or indirectly, the Union shall immediately:
 - 1. Instruct all employees not to participate in such action and to return to work immediately;
 - 2. Publicly disavow such action by the employees or other persons involved;
 - 3. Advise the University in writing that such action has not been caused or sanctioned by the Union.

ARTICLE 9 -- HOURS OF WORK AND OVERTIME

- A. The regularly scheduled work week for permanent, full-time, regular

employees shall consist of forty (40) hours which shall consist of five (5) days of eight (8) hours per day. The five (5) consecutive day work week will be continued in departments so scheduled and qualified senior (classification seniority in the department) employees will be given preference for the Monday through Friday schedule as openings occur on such schedule.

- B. For purposes of computation of pay, the work week is Sunday 12:01 a.m. through Saturday midnight.
- C. In no case will payment be made for time not worked other than as specifically set forth in this Agreement or through applicable State or Federal legislation.
- D. Compensation for all hours in pay status in excess of forty (40) in any one calendar week shall be consistent with the provisions of Section 124.18 of the Revised Code of Ohio. In the event of legislation which makes it possible to change this method of overtime calculation, the parties will meet in Special Conference to work out a new formula.
- E. Overtime compensation as provided in Section 124.18 of the Revised Code of Ohio for employees in the bargaining unit while on stand-by basis will be awarded consistent with the Fair Labor Standards Act.
- F. In no case will overtime pay be pyramided.

ARTICLE 10 -- EQUALIZATION OF OVERTIME

The University will rotate overtime opportunities among qualified employees in a department who normally perform the work that is being assigned for overtime. The University agrees to post and maintain overtime rosters, which shall be made available to the District Steward upon request. Said rosters shall be posted in the departments and kitchens and will include a list of overtime hours worked and refused with overtime awarded to the employee within the department who on the roster has the fewest aggregate hours worked and refused. If an employee on a shift is offered overtime on another shift solely for the purpose of equalizing overtime, the "call in pay" provision does not apply with respect to this article.

An employee who is offered but refuses overtime assignments shall be credited as if they had worked the overtime for purposes of equalization.

If it is determined that an employee has not been given his overtime opportunity it will be the sole obligation of the University to give preference to such employee in future overtime assignments to correct the imbalance of opportunity.

Normally, overtime assignments will be made in the department to qualified volunteers. If qualified volunteers are not available in the required numbers, then overtime assignments will be made to qualified employees following the "juniority" principle, i.e., to the least senior qualified employees.

ARTICLE 11 -- CALL-IN-PAY - REPORTING PAY

Employees who are called in to work off-schedule shall be guaranteed a minimum of four (4) hours work at the applicable rate of pay, except in cases where call-ins are scheduled for the purpose of fulfilling training requirements in which cases the minimum guarantee is three (3) hours of work. This provision does not apply when call-in hours are contiguous with a regular shift assignment.

Employees who report for work at their place of work as scheduled and for whom no work in their regular classification is available shall be guaranteed a minimum of four (4) hours work at the applicable rate of pay. Management will attempt to notify employees of breakdowns or other emergencies which may close down some operations.

ARTICLE 12 -- SENIORITY, LAYOFF AND RECALL

A. The following seniority definitions will apply:

1. "Classification seniority" is the employee's length of continuous service in his current classification.
2. "Department seniority" is the employee's length of continuous service since the date of his last assignment to the department in which he is currently a member.
3. "University seniority" is the employee's length of continuous service with the University from his most recent date of hire or assignment to regular full-time status.

B. New employees shall be considered to be on probation for a period of 120 calendar days. Probationary employees may be terminated at the option of University without recourse to the grievance procedure. However, if an employee is retained beyond his probationary period, his seniority date shall date back to the last date of hire. The University shall provide each new employee with a written evaluation of work performance on the 60th calendar day and on the 110th calendar day of initial employment.

C. An employee's seniority shall terminate:

1. If the employee quits.
2. If the employee retires.
3. If an employee is discharged and not reinstated.
4. If the employee is laid off for a period of more than 12 consecutive months.
5. If an employee who has completed his probationary period fails to report to work as scheduled after leave of absence or layoff he may be terminated effective on the 4th day following delivery to his last known address of a certified letter from the University advising him he is to be terminated if he does not contact the University.

- D. If the University must schedule a reduction in the work force, such reduction will be scheduled in accordance with Section 124.32 of the Ohio Revised Code.
- E. Employees will be recalled to work in the reverse order of the layoff.
- F. Departments for the purpose of this article are defined as:

Food Service (Including Baker Center Food Service)
 Residence Halls Housekeeping
 Carpenter Shop, Physical Plant
 Electrical Shop, Physical Plant
 Carpet and Tile Shop, Physical Plant
 Key Shop, Physical Plant
 Paint Shop, Physical Plant
 Plumbing Shop, Physical Plant
 Sheet Metal Shop, Physical Plant
 Preventive Maintenance, Physical Plant
 East Green Maintenance, Physical Plant
 West Green Maintenance, Physical Plant
 South Green Maintenance, Physical Plant
 Custodial Maintenance, Physical Plant
 Grounds Maintenance, Physical Plant
 Heating Plant, Physical Plant
 Tunnel Maintenance, Physical Plant
 A/C-Refrigeration Shop, Physical Plant
 Controls Shop, Physical Plant
 University Garage
 Central Food Facilities
 Stores Receiving
 Laundry
 Upholstery Shop
 Mail Room
 Baker Center
 Unified Health Services
 Graphics Reproduction
 Airport Operations
 University Switchboard
 Computer Operations

Additional departments may be added to this list by mutual agreement of the University and the Union.

- G. The University will provide the Union with two (2) copies of a seniority list on January 1, and July 1, of each year showing the seniority of each employee in the bargaining unit by classification and department. Any employee shall have ten (10) working days after the list is prepared and posted in the department to protest his position on that list. If no challenge is received, the list shall be deemed accurate for the remainder

of the posting period. If two or more employees have the same seniority date, their names shall be listed according to University seniority. If the University seniority is the same, the names shall be listed alphabetically.

- H. The University will provide the Union with a bi-weekly list of new hires, terminations, promotions, transfers, leaves of absence, and retirements. The list will include the name of the employee and the date of the action.
- I. The University will continue its efforts to minimize seasonal layoffs. Therefore, when there are seasonal layoffs, the University will, before hiring new employees, whether regular, part-time or temporary, offer such work to laid-off regular employees, regardless of department who request such work, who are available for such work, and who are capable of performing such work.

If an employee who is placed on seasonal or indefinite layoff is offered work in a lower-rated classification, the employee may have the option of refusing the work in the lower classification and be placed on direct layoff from his classification.

- J. When vacancies are not filled by the procedures established in Article 14 and are to be filled by a transfer, the University will, whenever practicable, transfer the least senior qualified employee in the classification affected.
- K. It is recognized that the University must maintain a student work force to provide financial assistance to students and for the maintenance of services which cannot normally be performed by classified employees and for temporary situations when classified employees are not available. However, the University agrees that it will not employ students to displace employees covered by this Agreement nor will the University hire additional students in a manner to erode the strength of the Union. In order to insure compliance with this paragraph the University shall provide basic information on student employee hours and classified employee hours on a calendar quarter basis within 30 days following the end of each quarter.

When a reduction in the work force for a period exceeding five (5) work days becomes necessary in any department covered by this Agreement, the parties will meet in Special Conference in an attempt to minimize the impact of the layoff. The University will, in no case, hire additional students to displace regular employees; and, there will be an accompanying layoff of student employees.

ARTICLE 13 -- WORK BY SUPERVISORS

Supervisors (as defined in the National Labor Relations Act) shall not, by

performing their duties in any one of the departments covered by this Agreement, displace or cause to be laid off, a regular employee from a regularly scheduled assignment.

Contract employees will not assume the duties of employees covered by this Agreement in such a way as to displace or cause the layoff of such employee.

ARTICLE 14 -- JOB POSTING AND TRANSFER PROCEDURE

A job vacancy subject to the following procedure exists when an employee of the University covered by this Agreement retires, quits, transfers, or otherwise separates from his existing employment position at the University, when a new employment position is created by the University, and the University decides to fill such vacancy.

- A. In-department Rundown--Should such job vacancy occur it will be filled in the following manner:
 1. The University shall post in the department wherein the vacancy occurs and deliver to the Union President a notice of vacancy which shall include classification, location of job, hours of work, pay range, brief description of duties and minimum qualifications.
 2. The University will then fill the vacancy within the department by promoting the most senior employee by classification seniority within the department in the next lower classification or career ladder level, who indicates a willingness to accept the promotion subsequent to its being offered and who possesses the general qualifications necessary for the job under consideration. All employees agree to cooperate with this procedure to insure its smooth operation. The University will provide the Union at the time of selection with notice of the employee selected.
- B. University-wide Posting--If a job vacancy remains after completion of the the procedure outlined in A, notice of the vacancy will be posted on designated University bulletin boards indicating that a vacancy exists. Details of the vacancy will be provided in the notice of vacancy.
 1. Vacancies will be posted for a period of seven (7) calendar days. Any eligible employee who is interested in the position should apply in the Personnel Office. If an employee is unable to apply at the Personnel Office at a time other than during his regular working hours, the employee shall consult with his supervisor to schedule a mutually agreeable time to make application.
 2. The University will furnish the Union on the date of the posting a copy of the posting.
 3. The position will be filled by the University on the basis of selecting the employee applicant with the greatest University-wide seniority who has the general qualifications necessary for the job under consideration. Whenever possible, the position will be filled within fourteen (14) days following the date of selection except where a written examination or test is required and is so indicated on the posting.

4. The University, following selection, will furnish the Union with posting information indicating the employees who bid, the employee selected and the seniority of the employees who bid.
- C. A vacancy may be filled on a temporary basis during the operation of the posting procedure by a temporary transfer.
- D. An employee will be considered for an announced job vacancy only after he has completed at least 120 days with the University. The 120-day requirement may be lowered to 60 days by mutual agreement, if there are no other qualified applicants within the University.
- E. An employee may exercise his classification seniority within his department for shift and location preference when an opening occurs within his classification. An employee who desires a change in shift and/or location must make application in writing to his department head indicating the shift and/or location preferred. The department head will furnish the employee a copy of the application. To be eligible for such a transfer, the employee must have made his written application prior to the rundown or University-wide posting. A transfer under this procedure shall be limited to one per employee during any six-month period. The operation of "E" herein will take precedence and operate prior to any other section of this Article.

ARTICLE 15 -- PROGRESSION SCHEDULE - PHYSICAL PLANT AND FOOD SERVICE

Normal progression toward the attainment of a maintenance classification will be:

Classification	Minimum Time In Classification*
Phase 1 Laborer	Six (6) months
Phase 2 Maintenance Repair Worker 1	Eighteen (18) months
Phase 3 Maintenance Repair Worker 2	Twenty-four (24) months

*Subject to Ohio Civil Service job specifications.

Normal progression toward the attainment of a top craft classification (Electrician 1, Carpenter 1, Plumber 1, etc.) will be:

Classification	Minimum Time In Classification*
Phase 1 Entry Level	Forty-eight (48) months**

*Subject to Ohio Civil Service job specifications.

**All of time must be in a specific craft area.

Normal progression toward the attainment of Groundskeeper 1 will be:

Classification	Minimum Time In Classification
Phase 1 Laborer	Six (6) months

Normal progression in Food Service will be:

Classification	Minimum Time In Classification*
Phase 1 Food Service Worker	Six (6) months
Phase 2 Cook 1	Eighteen (18) months

*Subject to Ohio Civil Service job specifications

Advancements are subject to satisfactory progress by the employee at each level as determined by the department head, to actual performance of the work in the higher classification on a regular basis and to the need of the University for an employee to perform the work when he becomes qualified for the next higher position. The department head's determination as to satisfactory progress may be reviewed in the Grievance Procedure, and if arbitrated, the arbitrator may reverse the decision if he finds an arbitrary abuse of discretion. Credit for previous experience in any classification or in work outside the University will be given when an employee can satisfactorily verify such experience as being directly related to the kind of work specified for the classification.

Credit will be given to current employees at the rate of one month for every four (4) spent in applicable work in a different classification. In special cases, for long-service employees, sufficient credit may be given to get the employee to Phase 2 immediately, provided the previous experience is deemed satisfactory to meet the requirements set forth in the State Civil Service specification. Credit will be given for previous experience outside the University (including U.S. military service) at the rate of one (1) month for every six (6) spent at directly related work and satisfactory verification of such experience must be presented at the time of application for placement in any position in order that such credit may be applied. In no case, however, will an employee spend less than fifty per cent (50%) of the required time at each phase outlined above.

Whenever present employees are qualified, and apply, for higher classifications, promotions shall be made from among present employee applicants. It is understood, however, that in the event no qualified employee applies for an open position, the University reserves the right to waive provisions of this policy and to hire from outside to fill the position.

ARTICLE 16 -- GRIEVANCE PROCEDURE

Preamble

It is the policy of Ohio University to deal fairly and promptly on all grievances brought to its attention by its employees who are members of Local

1699. It is the right of every member of the bargaining unit to use the prescribed grievance machinery without fear of reprisal.

Section 1 - Representation

The number of representation districts in the unit shall be five (5) unless the number is increased or decreased by agreement between the University and the Union. The University and the Union may re-district the unit from time to time by agreement.

It is mutually recognized that the principle of proportional representation which reflects the increase and decrease in the work force is a sound and sensible basis for implementing this section of the Agreement.

STEWARDS AND ASSISTANT DISTRICT STEWARDS

- A. In each district, employees in the district shall be represented by a District or Assistant District Steward who shall be a regular employee and working in the district.
- B. The District and Assistant District Stewards, in their own district, in accordance with the terms of this section, may investigate and present grievances to the University.
- C. The Chief Steward, in accordance with the terms of this section, may investigate and discuss grievances with Supervisors and/or Stewards, after the First Step of the Grievance Procedure, prior to reducing the grievance to writing.
- D. When it becomes necessary because of the absence of the Local Union President, the Local Union Vice President may investigate and discuss grievances with Supervisors and/or Stewards. All the privileges and obligations set forth for stewards in paragraphs F, G, H and I below, also apply to the Vice President.
- E. The Union President will not be assigned to a specific job station or shift in order to afford the President maximum opportunity to meet his responsibilities. In the performance of these duties the President will notify the supervisor of any department in which he wishes to conduct the business.
- F. The appropriate steward normally will be granted permission to leave his or her work, without loss of time or pay, for the purpose of investigating or processing an employee's grievance.
- G. The privilege of stewards leaving their work is subject to the understanding that the time will be devoted to the prompt and proper handling of grievances and the privilege will not be abused.

- H. Stewards who are employees of the University will perform their regularly assigned work at all times except when necessary to leave their work to handle grievances as provided herein.
- I. Before leaving his or her work assignment, a steward must have approval of (1) his immediate supervisor and (2) the supervisor of the employee whose grievance is being investigated.
- J. An appointed time for the grievance investigation is subject to departmental operating requirements.
- K. Any alleged abuse by either party will be a proper subject for a Special Conference.
- L. The Union will furnish the Personnel Director with the names of its authorized representatives, stewards, and members of its Grievance Committees, and such changes as may occur from time to time in such personnel, so that the University may at all times be advised as to the authority of the individual representatives of the Union with which it may be dealing. The University will through the Personnel Director, keep the Union advised as to its representatives. An employee will not be paid at any time that he is present during the processing of a grievance if the time falls outside his normal working hours.

Section 2 - Special Conferences

Special conferences for important matters will be arranged between the Local President and the University or its designated representatives upon request of either party. Such meeting shall be between not more than three (3) representatives of the University and no more than three (3) representatives of the Union. Arrangements for such special conferences shall be made in advance and an agenda of the matters to be taken up at the meeting shall be presented at the time the conference is requested. Matters taken up in special conferences shall be confined to those included in the agenda. The members of the Union shall not lose time or pay for time spent in such special conferences. (This meeting may be attended by a representative of the Council and/or representative of the International Union.) Any request for Arbitration by the University will be initiated at a Special Conference meeting.

A regularly monthly Special Conference will be held between University and Union representatives to discuss matters of mutual concern. Such meetings will be held on the first Tuesday of each month at 2:00 p.m. in the Personnel Department Conference Room. Agenda items will be submitted by either party at least 72 hours in advance of such Special Conference each month. In the event neither party has submitted an agenda item for discussion for any month, the Special Conference for that month may be cancelled by mutual agreement.

between the President of Local 1699, AFSCME, and the Personnel Director. The purpose of such meetings shall be to:

- A. Discuss the administration of this Agreement.
- B. Notify the Union of changes made or contemplated by the University which may affect the Bargaining Unit members of the Union.
- C. Disseminate general information of interest to the parties.
- D. Give the Union and the University the opportunity to exchange the views of Union members and the University.
- E. To inform the Union of changes in the status of employees on the seniority list.
- F. To inform the Union of the status of dues check-off whereby dues are no longer currently being deducted (to include: Retired, deceased, leaves of absence and layoff).

Section 3 - Presenting a Grievance

A grievance under the terms of this Agreement is defined as a dispute or difference between the University and the Union or between the University and an employee or employees concerning the interpretation and/or application of and/or compliance with any provision of this Agreement, including safety and any and all disciplinary actions; and when such grievances arise, the following procedure shall be observed:

First Step: Any employee claiming a grievance may present it orally to his immediate supervisor with or without his district steward within seven (7) calendar days from the occurrence of the grievance. The supervisor shall give his answer to the employee within three (3) calendar days after presentation and discussion of the grievance. When a weekend and/or holiday occur within the three-day period of time, a corresponding number of days' extension is understood. If this does not resolve the grievance, it may be appealed to the Second Step.

Second Step: Within seven (7) calendar days of the completion of the First Step, the grievance may be appealed by the employee and/or his steward to the administrative head of the unit. The appeal shall be in the form of a written statement of the grievance signed by the employee and the steward.

The written grievance shall include the nature of the grievance, the section of the Agreement alleged to have been violated and the specific relief requested. Within seven (7) calendar days of the presentation of the grievance at the second step, a meeting will be held between the chief steward, district

steward and representatives designated by the University to handle the grievance at the second step. The administrative head or his designated representative will give an answer in writing to the grievance within seven (7) calendar days of the meeting. If this does not resolve the grievance, it may be appealed to the Third Step.

Third Step: Within seven (7) calendar days of the completion of the second step, the grievance may be appealed in writing to the Personnel Director or his designated representative by the Chief Steward. The grievance shall be discussed at a meeting consisting of no more than three (3) representatives of the local union and three (3) representatives of the University. The meeting will be held within seven (7) calendar days from the date the grievance was received at the third step by the University. A decision will be given in writing by the Personnel Director or his designated representative within seven (7) calendar days of the third step meeting.

Union representatives may meet at a place designated by the University on University property for at least one-half hour immediately preceding the third step meeting with the representatives of the University for which a written request has been made.

Arbitration: In the event the third step meeting is unable to resolve the grievance, it may be appealed by the Union to arbitration within seven (7) calendar days following the decision of the third step meeting. If the parties are unable to agree upon an impartial arbitrator, he shall be selected from a list or lists to be jointly requested of the Federal Mediation and Conciliation Service. Said arbitrator shall have no power to add to, or subtract from, or modify any of the terms of this Agreement, nor shall he substitute his discretion for that of the University or the Union where such discretion has been retained by the University or the Union, nor shall he exercise any responsibility or function of the University or the Union. The fees and approved expenses of an arbitrator will be paid by the parties equally. All grievances which are appealed by the Union to arbitration shall be submitted to an arbitrator to be chosen in accordance with terms of this Article. The arbitrator's decision shall in all respects, conform with the Civil Service Laws of Ohio, other Ohio Laws, and any other applicable law. Such decision will be submitted to the Board of Trustees with a recommendation of the Personnel Director that it be ratified and when ratified, the arbitrator's decision shall be final and binding upon the University, and the Union and employees covered by this Agreement.

Time Limits: Any time limit set forth in the grievance procedure may be extended by mutual agreement.

Section 4 - Withdrawal of Cases

- A. A grievance may be withdrawn without prejudice at any time prior to arbitration, and if so withdrawn, all financial liabilities shall be

cancelled. If the grievance is reinstated, the financial liability shall date only from the date of reinstatement. If the grievance is not reinstated within one (1) month from the date of withdrawal, the grievance shall not be reinstated. Where one or more grievances involve a similar issue, those grievances may be withdrawn without prejudice pending the disposition of the appeal of a representative case. In such event the withdrawal without prejudice will not affect financial liability.

- B. After a case has been referred to arbitration and an arbitrator selected, the case may not be withdrawn by either party except by mutual consent.

ARTICLE 17 -- MANAGEMENT ORDERS

In the event of a dispute or grievance arising, which is not promptly and amicably adjusted between the supervisor and employee, said dispute or grievance shall be submitted through the regular channels provided under the Grievance Procedure. Pending a decision on the grievance, management's orders shall be followed as given with regard to the employee involved.

ARTICLE 18 -- EXAMINATIONS

Examinations which meet the approval of the Department of State Personnel may be administered and considered as one, but not the sole criterion, in determining whether an applicant for promotion has the general qualifications and training necessary for the job being bid upon. Such testing may be conducted in circumstances wherein the promotion or transfer requires additional duties or duties at variance with those involved in the performance of a present employee's current work.

ARTICLE 19 -- INSURANCE

The University shall continue to make available to regular full-time employees hospitalization/surgical, major medical and life insurance coverages according to plans currently in effect, without charge to employees, with the following specific improvements:

- A. Accidental Death and Dismemberment: Effective April 1, 1978, the A.D. & D. coverage shall be increased to an amount equal to the current group life insurance benefit for each insured employee.
- B. Vision Care Plan: Effective no later than July 1, 1978, the University will implement a vision care benefit for insured employees and covered dependents that will provide a complete eye examination, lenses, and

basic frames by a qualified registered optometrist designated by the University.

- C. Hearing Aid Plan: Effective no later than July 1, 1978, the University will implement a hearing aid benefit that will provide the following benefits for insured employees and covered dependents:

1. Maximum amount for medical examination by an otologist . . . \$40
2. Maximum amount for service for an audiologist and purchase of prescribed hearing aid and earmold \$400

- D. Effective July 1, 1978, the University will provide a prescription drug benefit for insured employees equal to 80% of the amount of covered expense incurred up to a maximum of \$100 per calendar year per insured employee.

Effective July 1, 1979, the University will provide a prescription drug benefit for insured employee's covered dependents equal to 80% of the amount of covered expenses incurred up to a maximum of \$100 per calendar year per person.

ARTICLE 20 -- UNIFORMS

The University will continue its program of issuing free uniforms to all eligible employees in Food Services, Residence Halls Housekeeping, and the Physical Plant.

Eligible employees are defined as all full-time, permanent employees who are required to wear attire other than usual clothing in the normal pursuit of their duties.

An initial issue of four free uniforms* will be made to each new eligible employee. Each January (for Food Service employees); and each July (for other employees), after the initial issue, additional uniforms will be issued depending on length of service of the employee as follows:

Length of Service	No. of Additional Uniforms
9 months or more	4*
6 months to 9 months	2
3 months to 6 months	1

Employees will be responsible for the maintenance and laundry of the uniforms issued to them. The University will be responsible for administration of the program.

All employees to whom uniforms are issued will be required to wear a presentable uniform while at work.

Each employee may substitute a uniform jacket for one set of the regular uniforms to which he or she is entitled each year during the term of this Agreement on the date designated for issuance of uniforms.

Ohio University agrees that employees in departments covered by this Agreement, who are required to perform duties primarily outside building and shelter, will be provided suitable rainwear and outer wear by their department. Such equipment will be kept in the department to be issued when needed.

This provision applies to: (a) Delivery Workers in the Laundry; (b) Delivery Workers in the Mail Room; (c) Equipment Operators in Central Receiving; (d) Equipment Operators in Central Food Facilities; (e) Movers in Custodial Maintenance; and (f) Custodians in Custodial Maintenance and University garage employees. Any request for extension of this provision will be the subject of a special conference.

- *1. A male employee shall have the option of selecting two (2) T-shirts for the fourth shirt.
- 2. A female employee may choose either four (4) pant suits or four (4) dresses.
- 3. Green pant suits will be the uniform for females who are placed in positions which, traditionally, have been held by male employees.

ARTICLE 21 -- LEAVES OF ABSENCE

- A. Any employee who has completed one (1) year's continuous service with the University may apply for leave of absence for personal reasons not to exceed six months. Said leave shall be applied for in writing and will be granted in writing whenever practicable. However, in no case shall leave be granted to an employee for the purpose of accepting other employment.
- B. Any employee who has completed his probationary period and who has exhausted his accumulated sick leave shall be granted a leave of absence for illness for a period not to exceed six (6) months. If requested, the employee shall furnish satisfactory medical proof of such said illness. The University will continue the insurance coverage under Article 19 for the period of such leave.

Provisions of the State Code concerning disability termination shall be observed if disabling illness continues beyond the leave of absence. In such event, the certificate of the employee's physician shall satisfy medical proof requirement of said disability. A certificate of the employee's physician stating the disability no longer exists and that the employee is fit to return to his former classification shall be required before the employee returns to work, concluding the disability termination.

- C. The Union may request a leave of absence not to exceed five (5) days for no more than five (5) employees during any one calendar year. Said leave

shall be requested for those employees selected by the Union to attend educational classes conducted by the Union. Such leave will be granted whenever practicable.

- D. An employee with one (1) year of service who accepts a full time assignment with the International Union or the Council, by election, appointment or hire, shall be granted a leave of absence not to exceed one (1) year for said assignment. Upon application in writing, said leave shall be extended for an equal period of time.
- E. The University will continue to comply with all appropriate state or Federal statutes and regulations relating to the employment rights of employees on military service.
- F. In accordance with Ohio Revised Code, any employee who has completed his probationary period shall receive the amount of pay he would have received on his regular straight time basis for each day necessarily lost during his normal work week, not exceeding five (5) days, to make arrangements for, and attend, the funeral of a member of his immediate family.

Immediate family shall be defined as: Grandparent, brother, sister, brother-in-law, sister-in-law, daughter-in-law, son-in-law, father, father-in-law, mother, mother-in-law, spouse, child, grandchild, legal guardian or other person who stands in place of a parent.

- G. An employee shall be entitled to a leave of absence for maternity purposes. She should make application for such leave at least four (4) months before the anticipated delivery as indicated by the certificate of her physician. The maternity leave shall be for not more than six (6) months. The leave shall commence as recommended by certificate of the employee's physician. Upon returning, the employee shall be returned to her former job classification, and may displace another employee covered by this Agreement, who has less classification seniority. Upon returning to work, the employee must present a certificate from her physician that she is able to return to work. The University will continue the insurance coverage under Article 19 for the period of such leave.
- H. All leaves specified in this article shall be without pay, except as provided herein, and without loss of seniority.
- I. The University reserves the right to have an employee examined by a physician chosen by the University before permitting an employee to return to work or to continue working after an illness, injury or disability. If the employee's physician and the University's physician do not agree on whether the employee is able to work, the opinion of a specialist who is mutually agreeable to the Union and the University may be sought. If the parties cannot agree on a third physician, the employee's physician and the University's chosen physician will be asked to seek a consulting specialist's opinion.

ARTICLE 22 -- MEAL COSTS

Within the requirements of applicable laws, Ohio University will continue its policy of providing meals at the present reduced cost to food service employees regularly assigned in the dining halls of the University.

Should any change be required in the present policy by operation of law, the University will, prior to instituting such change, discuss with the Union the terms of a mutually acceptable meal policy.

ARTICLE 23 -- CLEAN-UP TIME

A five minute clean-up before lunch (or any other on-shift meal according to shift worked), and another five-minute clean-up time before the end of the shift will be provided in each department covered by this Agreement.

ARTICLE 24 -- JURY DUTY

Employees shall receive full pay for regular work hours lost for any court or jury duty by the United States or Ohio courts. Any fees received for such duty shall be remitted to the University through the Personnel Office, unless such duty is performed outside normal working hours.

ARTICLE 25 -- SAFETY COMMITTEE

The University Safety Committee will be continued for the purposes of developing and disseminating safety information, reporting and discussing unsafe conditions or activities that committee members may observe or have reported to them, and to recommend remedial measures to alleviate unsafe conditions or practices.

It shall not be the function of the safety committee to initiate grievances concerning safety or any other matters.

Membership of the Safety Committee will include:

- Environmental Health Consultant, Chairman
- Two employees to be appointed by the Personnel Director
- Two employees to be appointed by the Union

Regular meetings will be held on the second Tuesday of each month beginning at 2:00 p.m. at a place designated by the committee chairman. Each

committee member shall be responsible for informing the chairman at least twenty-four (24) hours before the meeting of any agenda items he wishes to have discussed. In the event no agenda item is received by the chairman, the regular meeting for the month may be cancelled.

Special meetings may be called by the Committee Chairman, or may be scheduled by mutual agreement. Employees shall suffer no loss of pay for time necessarily spent in regular or special safety meetings during their regularly scheduled working hours.

ARTICLE 26 -- VACATION PAY IN ADVANCE

Vacation pay shall be paid in advance to those employees taking a vacation of one (1) week or more, and who request such pay at least three (3) weeks in advance of the vacation.

ARTICLE 27 -- JOB DESCRIPTIONS AND CLASSIFICATIONS

Job descriptions and job classifications covering all positions in each department will be provided to the department head and to district stewards, and any employee in the department may review said descriptions and classifications upon request.

ARTICLE 28 -- ADVANCEMENT ON PROMOTION DATE

When an employee is advanced by the University to a higher classification, his new rate will become effective no later than the date of his advancement.

ARTICLE 29 -- PARKING

The University will not change its policy of providing free parking for University employees during the term of this Agreement. Three (3) representatives to be designated by the Union will be appointed to the University Parking Committee.

ARTICLE 30 -- MISCELLANEOUS

- A. Housekeeping department shall schedule no more than four (4) working Sundays for any employee in any calendar year during the term of this

Agreement. Any work in addition to the four herein mentioned shall be in accordance with Article 9 herein, Overtime, or additional regular Sunday schedules may be assigned on a voluntary basis.

- B. In the event it is necessary to schedule the Housekeeping Department employees on Saturdays and Sundays for special events of the University, the University shall first attempt to fill the necessary work force on a voluntary basis from all Housekeeping Department employees in the affected area (Green). In the event the University is unable to obtain the required number of employees, the University shall assign employees in accordance with a posted rotation schedule to obtain the necessary work force. Rotation shall occur so that employees assigned for a previous event will be placed at the end of the list for a subsequent event.

All employees of the Housekeeping Department will receive fourteen (14) calendar days advance notice of their scheduled change in work days. Any assignment to Saturday or Sunday work with less than fourteen (14) calendar days notice shall be in accordance with Article 9, herein, Overtime.

ARTICLE 31 -- REST PERIODS

The department head or his designee shall schedule a fifteen (15) minute rest period for each employee in the bargaining unit during the first four hours of a shift and the second four hours of the shift for each shop, or area, within the department. To the extent practicable such rest periods shall be scheduled during the middle hours of the shift and must be taken at the job site. The department head may as a result of mitigating circumstances change the scheduled rest time on a given day.

ARTICLE 32 -- DISCIPLINE

- A. Written reprimands will be removed from employees' personnel files twelve (12) months after the effective date of the reprimand providing there is no intervening written notice of disciplinary action during the twelve (12) month period.
- B. Suspensions of five (5) days or less will be removed from an employee's personnel file eighteen (18) months following the date of the suspension providing there is no intervening written notice of disciplinary action during the eighteen (18) month period.
- C. In imposing discipline on a current charge, the University shall not take into account any written reprimands or suspensions of five (5) days or less which would have been removed by the procedure of A and B herein, or any other discipline which occurred more than three (3) years previously.

- D. An employee shall be given a copy of any written warning, reprimand, or other disciplinary action entered on his personnel record. Upon the request of the employee, the chief steward shall receive a copy of any suspension and/or discharge notice.
- E. Any employee who has been disciplined by suspension or discharge will be given a written statement describing the reason or reasons for which he has been suspended or discharged. In the case of suspension, he will be advised of the duration of the suspension. In case of suspension or discharge, the District Steward or Assistant District Steward shall be present if requested by the employee.
- F. Any suspension shall be for a specific number of consecutive days on which the employee would be regularly scheduled to work. Holidays occurring during a period of suspension shall be counted as work days for the purposes of suspension only.
- G. Any grievance concerning suspension and/or discharge may be reviewed beginning at the second step of the grievance procedure.
- H. In those disputes or differences between the University and an employee involving disciplinary suspension of six (6) days or more, discharges and/or other disciplinary action which is appealable to the State Personnel Board of Review, the employee shall have the option of appealing such grievance to the State Personnel Board of Review or appealing such grievance through the grievance procedure provided in this Agreement, but in no case shall such an employee be permitted to appeal any grievance through both the State Personnel Board of Review and the grievance procedure. In all disciplinary actions which are appealable to the State Personnel Board of Review, the employee shall have seven (7) calendar days after the date the disciplinary action is imposed in which to elect his appeal procedure and such election must be made in writing to the University's Personnel Director. In the event the employee does not submit a written election of the grievance procedure within the seven (7) day period, or in the event the employee submits both a grievance procedure election and an appeal to the State Personnel Board of Review, the employee shall be automatically deemed to have elected an appeal to the State Personnel Board of Review and shall be foreclosed from any further action on such grievance under the grievance procedure.

ARTICLE 33 -- PARENTHETICAL SUB-TITLES

The University will establish additional parenthetical sub-titles within the bargaining unit only after meeting with the Union. Parenthetical sub-titles will be established upon mutual agreement between the University and the Union.

ARTICLE 34 -- HOLIDAYS

- A. The University will observe the holiday schedule and holiday pay procedures provided in the Ohio Revised Code. The holiday schedule is:

New Year's Day	First Day of January
*Martin Luther King Day	Third Monday in January
*Presidents' Day	Third Monday in February
Memorial Day	Last Monday in May
Independence Day	Fourth of July
Labor Day	First Monday in September
*Columbus Day	Second Monday in October
Veterans' Day	Eleventh Day of November
Thanksgiving	Fourth Thursday in November
Christmas	Twenty-Fifth Day of December

*"Floating" Holidays designated to be observed on different dates by the University's Board of Trustees. For the 1978-79 academic year, they shall be observed as follows:

Columbus Day	November 24, 1978
Martin Luther King Day	December 22, 1978
Presidents' Day	December 29, 1978

- B. In addition to the above holidays, the University shall observe any holiday appointed and recommended by the Governor of this state or the President of the United States.
- C. Should any of the recognized holidays fall on a Sunday, the following Monday shall be observed as the holiday. Should any of the recognized holidays fall on a Saturday, the preceding Friday shall be observed as the holiday. Eligibility for holiday pay shall be based on the date specifically observed as the holiday.
- D. A full-time employee shall be eligible for eight (8) hours of pay for each holiday regardless of work shift and work schedule. A part-time employee shall be eligible for holiday pay for any holiday (or portion thereof) on which the employee is normally scheduled to work.
- E. All employees shall be scheduled off on all days observed as a holiday except those scheduled for vital service work as determined by the University. At least fourteen (14) calendar days advance notice shall be given by the department head to employees who are required to work on a holiday to maintain the vital services of the University.
- F. All full-time employees who work on a day observed as a holiday shall received eight (8) hours holiday pay. In addition, pay for time worked on a holiday will be consistent with provisions of the Ohio Revised Code.

- G. An employee who is absent without leave on a work day immediately preceding a holiday may be denied the holiday pay, unless the absence is subsequently excused by the appointing authority. Employees on leave or layoff status on the day observed as a holiday are not entitled to holiday pay except those full-time employees who are subject to a seasonal layoff for any period between November 1 and January 1 of each academic year shall receive eight (8) hours of pay for each holiday falling within the above stated period. If a holiday occurs during a period of paid sick leave or vacation leave, the employee will draw holiday pay and will not be charged for sick leave or vacation.
- H. If there is a change in the usual assignment of the "floating" holidays of Columbus Day, Martin Luther King Day and Presidents' Day, the University shall discuss such change with the Union prior to the time of assignment.

ARTICLE 35 -- TERMINATION

- A. This Agreement shall continue in full force and effect for a period of three (3) years beginning March 2, 1978. Thereafter it shall be renewed for periods of one (1) year, unless written notice is given, by either the Union or the University to the other not less than ninety (90) days prior to the expiration date heretofore stated, that it is desired to amend or terminate the Agreement.
- B. In the event notice is given by either party, discussions shall begin not later than seventy-five (75) days prior to the termination date of the Agreement.
- C. The Union negotiating team will be limited to ten (10) participants. The Union team shall be comprised of no more than seven (7) Ohio University employees (no more than one (1) from a department with ten (10) or fewer employees) who shall be from the Bargaining Unit and no more than three (3) representatives of Council 78 and/or the International Union. The University team shall consist of no more than six (6) University representatives, one (1) of whom may be a non-university official. There shall be no others present at negotiating meetings.
- D. This Agreement may be extended by mutual agreement beyond the termination date.
- E. Should any provision of this Agreement or any application thereof become unlawful by virtue of Federal or State law, the provision or application

of a provision of this Agreement shall be modified by the parties to comply with the law; but in all other respects the provisions and applications of the provisions of this Agreement shall continue in full force and effect during the life thereof, with no changes other than provided therein or through applicable legislation.

EXECUTION

The parties, by their duly authorized representatives, hereby set their hand this ^{28th} ~~27th~~ day of March, 1978, (date of execution).

FOR THE UNION:

Tommy Adkins
Tommy Adkins, President Local 1699

Fred Haynes
Fred Haynes, Council 78 Representative

Robert Antle
Robert Antle

Donna Morris
Donna Morris

LaVerne Sanders
LaVerne Sanders

Sara Green 3/30/78
Sara Green

Vernon Castle
Vernon Castle

Gyneth Thompson
Gyneth Thompson

Earl Starkey
Earl Starkey

Michael Hunt

FOR THE UNIVERSITY:

Marlin G. Barklage
Marlin G. Barklage, Personnel Director

C. William Rose
C. William Rose

Robert Hynes
Robert Hynes

Gene Reed
Gene Reed

Wayne Key
Wayne Key

Robert Guinn
Robert Guinn

APPENDIX

Food Service Worker	Assistant Stationary Engineer
Food Service Supervisor 1	Stationary Engineer 1
Food Service Supervisor 2	Assistant Steamfitter
Cook 1	Steamfitter
Cook 2	Treatment Plant Aide
Custodial Worker	Treatment Plant Operator
Custodial Work Supervisor	Machinist 1
Stores Clerk	Assistant Air Quality Technician
Assistant Carpenter	Air Quality Technician 1
Carpenter 1	Storekeeper 1
Assistant Mason	Storekeeper 2 (Central Food Facilities)
Mason	Mechanical Stores Clerk
Laborer	Laundry Worker
Maintenance Repair Worker 1	Delivery Worker 1
Maintenance Repair Worker 2	Assistant Upholsterer
Maintenance Repair Worker 3	Upholsterer 1
Assistant Electrician	Tailor 1
Electrician 1	Mail Clerk/Messenger
Interior Surfaces Installer	Press Operator
Assistant Locksmith	Bindery Operator 1
Locksmith 1	Aircraft Attendant
Painter 1	Aircraft Mechanic 1
Assistant Plasterer	Aircraft Mechanic 2
Plasterer	Baker 1
Assistant Plumber	Baker 2
Plumber 1	Telephone Operator 1 (University Switchboard)
Assistant Sheet Metal Worker	Computer Operator 1
Sheet Metal Worker 1	Computer Operator 2
Maintenance Inspector	Building Maintenance Supervisor
Mover 1	Carpenter 2 (Carpenter Shop)
Groundskeeper 1	Electrician 2 (Electric Shop)
Groundskeeper 2	Mover 2
Equipment Operator 1	Painter 2
Equipment Operator 2	Plumber 2
Equipment Operator 3	Laundry Supervisor 2
Automotive Service Worker	Automotive Mechanic 2
Assistant Automotive Mechanic	Recreation Facilities Manager 1
Automotive Mechanic 1	Laboratory Assistant (Health Center)
Boiler Maintenance Worker	Bindery Operator 2
Boiler Operator 1	Laboratory Animal Aide
Boiler Operator 2	

MEMORANDUM OF UNDERSTANDING

The University and the Union concur in the principle of self-determination for purposes of Union recognition and representation; and pursuant to Article 5 (G) and (H), the University and Union, as parties to the Agreement, agree to the following procedures to implement the provisions of the above:

(1) The University and the Union agree to establish a special committee regarding conditions of employment for clerical employees, including Department of Administrative Services rules for clerical classifications. The University agrees to adopt as its rules applicable to the clerical unit those rules recommended by a majority of all members of the committee, and implement such rules pursuant to Article 5 (H). The committee will include two (2) members chosen by the Union, one (1) of whom will be a representative of Council 78, one (1) will be a representative of Local 1699 AFSCME and two (2) members chosen by the University. The special committee will be established effective April 1, 1978.

(2) Upon a showing of 30% interest of the eligible clerical employees determined by dues check off or other written authorization of an agent seeking to be the exclusive bargaining representative for the clerical unit, the agent may call for an election to be set as soon as possible to determine if the agent is to be the exclusive bargaining representative for the clerical unit, with the provision that a "no union" option will be provided along with the agent on the ballot at the time of the election. To be selected the exclusive bargaining representative, the agent must receive a majority of the votes cast by the clerical employees within the unit. If the Union, as a prospective agent, does not obtain the 30% showing

of interest amongst eligible clerical employees on or before April 1, 1979, or if an agent is not selected as the exclusive bargaining representative, Article 5 (H) will terminate. The University also agrees to enter into a pre-election agreement to establish the election procedures.

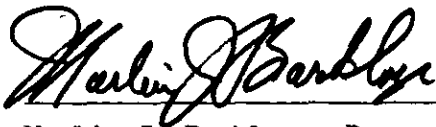
(3) The University and the Union agree that its officers, administrators, supervisors, employees and members will not engage in any harassment, intimidation or coercion against each other, with respect to the following:

- a. Seeking dues check off or written authorization for showing of a 30% interest for purposes of having an election to be represented as the clerical unit's exclusive bargaining representative.
- b. Any activity that would interfere with the rights and privileges of an employee within the unit to exercise their rights of self-determination set forth herein.

The University, the Union or any affected person may immediately bring any grievance to the third step of Article 16 (C) covering Grievance Procedures for resolution according to the terms of that article.

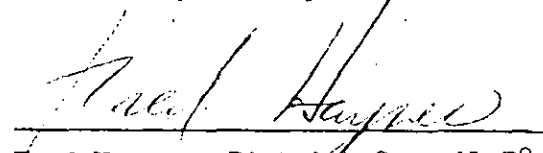
(4) If necessary the University and Union agree to seek mediation through FMCS with respect to implementation of Article 5 (H).

Ohio University



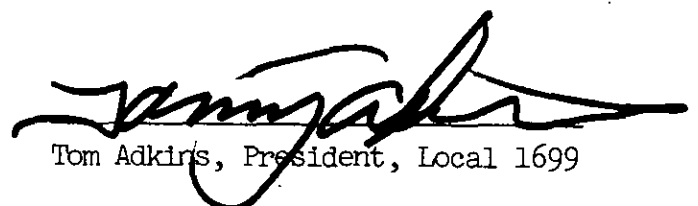
Marlin J. Barklage, Personnel Director

Local 1699, AFSCME, AFL-CIO



Fred Haynes, District Council 78 Representative

Date 3/28/78



Tom Adkins, President, Local 1699

OHIO UNIVERSITY

LINDLEY HALL
ATHENS, OHIO 45701

PERSONNEL OFFICE

March 28, 1978

Mr. Fred Haynes, Representative
Council 78, AFSCME, AFL-CIO
104 Hayes Hall-Lakeview Manor
Athens, Ohio 45701

Dear Mr. Haynes:

This letter is to confirm our understanding during the recent negotiations, that notwithstanding Article 5A of the recent Agreement, the University will upon receipt of satisfactory evidence that Local 1699, District Council 78, AFSCME, AFL-CIO, or any other agent, represents at least 30% of the eligible technical classified employees on the Athens campus or on any of the Branch campuses; or of the eligible operating classified or clerical classified employees on the Branch campuses, consent to a secret ballot election to determine the collective bargaining agent for the above technical, clerical or operating employees.

Those classifications to be included in each of the appropriate units have been agreed to by both parties and are listed in the Appendix to this letter.

In the event of future collective bargaining legislation for public employees, the unit determination and election provisions shall not be inconsistent with that legislation.

Sincerely,



Marlin J. Barklage,
Personnel Director

MJB:em
Appendix

APPENDIX

Clerical Unit

Clerk 1
Clerk 2
Clerical Specialist
Data Entry Operator 1
Data Entry Operator 2
Data Entry Operator 3
Office Machine Operator 1
Office Machine Operator 2
Technical Typist
Secretary 1
Secretary 2
Typist 1
Typist 2

Stenographer 1
Stenographer 2
Account Clerk 1
Account Clerk 2
Account Clerk 3
Cashier 1
Cashier 2
Library Assistant
Library Media Technical Assistant 1
Library Media Technical Assistant 2
Printing Machine Operator 1
Data Processor 1
Data Processor 2

Technical Unit

Broadcasting Technician 1
Broadcasting Technician 2
Broadcasting Technician 3
Dental Assistant
Drafting Technician 1
Drafting Technician 2
Electronic Technician 1
Electronic Technician 2
Electronic Technician 3
Laboratory Assistant
Laboratory Machinist
Software Specialist 1

Laboratory Technician 1
Laboratory Technician 2
Nursing Associate
Photo Lab Assistant
Programmer Analyst 1
Programmer Analyst 2
Programmer Analyst 3
X-Ray Technician 1
X-Ray Technician 2
Systems Analyst 1
Audio Visual Technician
Data Control Technician

Operating Unit

Same classifications listed in the Appendix of the Athens campus classified operating Agreement.

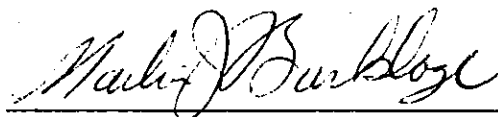
WHEREAS the Ohio University and Local 1699 AFSCME, AFL-CIO have reached an agreement to settle the current work stoppage and enter into a three (3) year agreement effective March 1, 1978; and

WHEREAS the parties are desirous of entering into non-recrimination agreement;

NOW, therefore, the parties specifically agree that no reprisals or recriminations shall be taken by the University or its officers, administrators or supervisors against any member of the Union for his or her participation in the work stoppage and no reprisals or recrimination shall be taken by any member or officer of the Union against the University or any of its officers, administrators, supervisors or employees for his or her non-participation related to the work stoppage.

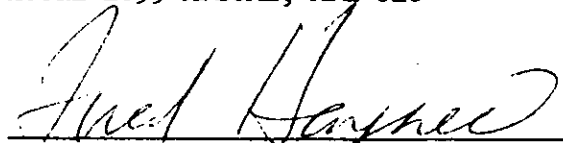
It is further agreed that all litigation currently pending shall be dismissed with prejudice.

Ohio University



Marlin J. Barklage
Personnel Director

Local 1699 AFSCME, AFL-CIO



Fred Haynes
District Council 78 Representative

Date March 28, 1978