

OHIO UNIVERSITY  
ATHENS, OHIO 45701

BOARD OF TRUSTEES

February 8, 1980

TO: Those listed below\*

FROM: Robert E. Mahn, Secretary, Board of Trustees *Robert E. Mahn*

SUBJECT: Minutes of the February 2, 1980, Meeting of the Board

Enclosed for your file is a copy of the February 2 minutes.  
This draft will be presented for approval at the next regular meeting  
of the Board.

REM:vg

Enclosure

- \* Chairman and Members of the Board
  - Mr. Johnson
  - Mr. Jones
  - Dr. Ping
  - Mr. Mahn (2)
  - Dr. Bucklew
  - Mr. Peebles
  - Mr. Kurlinski
  - Dr. Harter
  - Mr. Kennard
  - Archivist (2)
  - Resident Auditor
  - Mr. Burns

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

Saturday, February 2, 1980, 9:00 A.M.  
Room 319, Alden Library, Ohio University Campus  
Athens, Ohio

I. ROLL CALL

Seven members were present, namely, Donald A. Spencer, Chairman, William A. Lavelle, Vice Chairman, G. Kenner Bush, Charles E. Holzer, Jr., Dean W. Jeffers, William D. Rohr and Milton J. Taylor. This constituted a quorum. Frank C. Baumholtz and J. Grant Keys were unable to attend.

President Charles J. Ping and Secretary Robert E. Mahn also were present. Trustee Emeritus Fred H. Johnson and John M. Jones, who sits with the Board by invitation as President of the Ohio University Alumni Board of Directors, did not attend.

II. APPROVAL OF MINUTES OF THE  
MEETING OF October 6, 1979  
(previously distributed)

Mr. Taylor moved that the minutes be approved as distributed. Mr. Rohr seconded the motion. Approval was unanimous.

III. COMMUNICATIONS, PETITIONS AND MEMORIALS

Chairman Spencer reported the receipt of two letters, one from Athens Retail Merchants, Inc., urging the Board to consider changes in the calendar to reduce its drastic effects on the economy of the community, and another from Junior Achievement of Greater Cincinnati, Inc., urging Ohio University's participation in its JA Scholarship Program. He asked the Secretary to refer these letters to appropriate officials for response.

#### IV. ANNOUNCEMENTS

There were no announcements.

#### V. REPORTS

##### A. COMMENTS BY THE PRESIDENT

President Ping urged approval of the faculty salary proposal. Stating that the University's concerns were for fairness and competitiveness, he said the increase would be a start toward improving the faculty's relative position in respect to salary among the state's universities.

The President reported a fine discussion by the Educational Policies Committee of the new curricular programs being proposed, and expressed the hope that they would have full Board support.

#### VI. UNFINISHED BUSINESS

The Secretary reported no unfinished business.

#### VII. NEW BUSINESS

Chairman Spencer, after determining that there were no additions to the agenda, stated that Board committees had, at their respective meetings, discussed the matters now being presented to the Board. Chairmen, or committee members designated by them, were invited to present the matters for action.

##### A. BUDGET, FINANCE AND PHYSICAL PLANT COMMITTEE MATTERS

1. ACCEPTANCE FOR DEPOSIT WITH SECRETARY OF REPORT OF EXAMINATION OF AUDITOR OF STATE FOR PERIOD OF JULY 1, 1976, through June 30, 1977.

Mr. Lavelle moved approval of the resolution. He commended the staff for conducting business in a manner that resulted in no exceptions being cited in the audit report.

Mr. Jeffers seconded the motion. Approval was unanimous.

RESOLUTION 1980--494

WHEREAS, the Auditor of State made no exceptions in his Report of Examination of Ohio University for the period July 1, 1976 through June 30, 1977,

THEREFORE, BE IT RESOLVED that the Report of Examination is deposited with the Secretary.

The Report of Examination is filed with the official minutes.

2. ACCEPTANCE OF TREASURER'S FINANCIAL REPORT FOR YEAR ENDED June 30, 1979.

Mr. Jeffers introduced the report and commended the Administration for the good work it reflected. For the first time in eight or nine years, he said, it reflected no serious problems.

Mr. Bush, in moving approval of the resolution, said that the report reflected sound and encouraging conditions.

Dr. Holzer seconded the motion. Approval was unanimous.

RESOLUTION 1980--495

BE IT RESOLVED that the Board of Trustees accepts the Treasurer's Financial Report for the Fiscal Year ended June 30, 1979, and that the Financial Report is deposited with the Secretary.

The Report, a copy of which was sent to Board members on November 19, 1979, is filed with the official minutes.

3. ACCEPTANCE OF AUDITOR'S REPORT FOR RESIDENCE AND DINING HALLS AS OF June 30, 1979.

Mr. Jeffers moved approval of the resolution, stating that no problems had been reported by the Auditor.

Mr. Lavelle seconded the motion. Approval was unanimous.

RESOLUTION 1980--496

WHEREAS, Peat, Marwick Mitchell and Company took no exceptions to the accounting records and financial statements applicable to the Residence and Dining Hall Auxiliary for the year ending June 30, 1979,

THEREFORE, BE IT RESOLVED that the Report is deposited with the Secretary.

The Report, a copy of which was sent to Board members on November 19, 1979, is filed with the official minutes.

4. APPROVAL OF UNIVERSITY'S REFUND POLICIES

Mr. Lavelle moved approval of the resolution, explaining that its acceptance would be an endorsement of the policy guidelines for refund of student charges recommended by the American Council on Education and other national associations. The guidelines, he said, were designed to help higher education respond to issues by means of voluntary self-regulation.

Mr. Jeffers seconded the motion. Approval was unanimous.

RESOLUTION 1980--497

WHEREAS, the American Council on Education, through its Office of Self-Regulation Initiatives, has issued a series of policy guidelines to help higher education respond to issues by means of voluntary self-regulation, and

WHEREAS, Guideline 1 in the series, "Policy Guidelines for Refund of Student Charges," dated August 1, 1979 has the support, in principle or in toto, of the leading educational associations in the country, and

WHEREAS, Ohio University's policies on refunds, which are published each year in the several numbers of the Ohio University Bulletin and in the Housing Contract, conform in spirit and intent to the "Policy Guidelines for Refund of Student Fees," and

WHEREAS, Guideline One recommends that refund policies receive Board attention and approval,

THEREFORE, BE IT RESOLVED that the refund policies which Ohio University publishes each year in the manner described above have the approval of the Board of Trustees.

## Refund of Fees

*Undergraduate Catalog 1979-80*

The official University policy on the refund of registration fees is: (1) Official withdrawal from the University prior to the first day of classes entitles the student to a refund of 100 percent. (2) Withdrawal from the University during the first 14 days of the quarter (see the academic calendar) entitles the student to a refund of 80 percent. (3) Withdrawal from the University after the first 14 days of classes entitles the student to no refund. (4) Any student withdrawing from the University while owing the University money is considered to be indebted to the University for that amount.

Students dropping hours by change order prior to or during the first 14 days of the quarter, when such changes result in a reduction of fees, are entitled to receive a 100 percent refund of the reduction. Changes made after the 14th day of the quarter will result in no refund.

Refunds are issued 30 days after the date of withdrawal from the University.

Questions about the above items should be referred to the Office of Registration.

## VI. CANCELLATION AND REFUND POLICY

*Housing Contract 1979-80*

A. Of each quarter's housing payment, \$100 for new students and \$50 for returning students is considered to be a deposit which is nonrefundable under any circumstance.

B. After July 15 for the academic year, December 1 for the winter quarter, and March 1 for the spring quarter, the Housing Contract may be cancelled only by those who do not register or by those who withdraw from Ohio University. Cancellation of residential accommodation must be sent in writing to the Housing Office. Refunds will be computed according to the schedule outlined in Section VII.

C. Residents are expected to remove personal belongings from rooms within 24 hours after withdrawal from the University or upon termination of the Housing Contract. Residence hall refunds will be based upon the date the student's belongings are removed from the room and the date upon which the student signs the Residence Hall Check-Out Form. It is the student's responsibility to be certain that the Check-Out Form is signed and dated correctly. All charges continue until the student checks out properly.

D. Students who withdraw from the Ohio University residence halls during the fall or winter quarter and who then return before the summer quarter of the same academic year are still obligated by the terms of this Housing Contract.

## VII. 1979-80 REFUND SCHEDULE

Amount of refund is based on the following percentages of the quarterly room and board payment, less the nonrefundable deposit.

			Refund Amount
Prior to opening of residence halls			Amt. paid less deposit* × 100%
Fall Quarter	Winter Quarter 1980	Spring Quarter 1980	
Sept. 6-Sept. 12	Jan. 2-Jan. 8	Mar. 23-Mar. 29	Amt. paid less deposit* × 75%
Sept. 13-Sept. 19	Jan. 9-Jan. 15	Mar. 30-Apr. 5	Amt. paid less deposit* × 50%
Sept. 20-Sept. 26	Jan. 16-Jan. 22	Apr. 6-Apr. 12	Amt. paid less deposit* × 25%
After Sept. 26	After Jan. 22	After Apr. 12	No refund

\*Deposit amount equals \$100 for all students not in residence halls spring quarter 1979. Deposit amount equals \$50 for all students in residence halls spring quarter 1979.

The refund calculation is made as follows: You paid for a standard double room and the 20-Meal Plan which equals \$623 and you were not in a residence hall spring quarter 1979. You withdraw from Ohio University on September 16. Your refund would be:

$\$623.00 - \$100.00 \text{ deposit} = \$523.00 \times 50\% = \$261.50$ . This would be rounded to \$262.00 which would be your refund.

Note: Amount of refund may vary if a change of room rate occurs. (Also see Special provision—Section X).

## X. SPECIAL PROVISION

In extraordinary instances when the University is unable to provide the services described herein due to circumstances beyond its control, refunds of prepaid room and board will be determined by the Ohio University Board of Trustees.

AMERICAN COUNCIL ON EDUCATION  
ONE DUPONT CIRCLE  
WASHINGTON, D. C. 20036

OCT 17 1979  
11/10/79

OFFICE OF THE PRESIDENT

October 2, 1979

Dear Colleague:

With this letter I am sending self-regulation guidelines on refund of tuition and other student charges. The guidelines were developed by a committee of the National Association of College and University Business Officers, following wide review and comment. They have been formally endorsed by fourteen national associations, including the board of the American Council on Education.

This is an important example of our commitment to academic self-regulation, one on which we need your support. As you know, federal law on student aid requires that college refund policies be "fair and equitable." We have argued that, because most college policies already meet this standard, voluntary actions and guidelines are sufficient and a better alternative than detailed government regulation for assuring the fairness of refund policies.

We have made progress, but the battle is not over. The guidelines have been developed and offer an important public statement of academe's commitment to good practice in this area. This spring we gained support for the guidelines from USOE Commissioner Boyer and Deputy Commissioner for Student Financial Assistance Kornfeld. However, on September 17, HEW's staff responsible for the Guaranteed Student Loan program disregarded our efforts and published regulations that include detailed federal criteria for acceptable refund policy. We hope to turn the matter around before Congress, stressing the existence of the guidelines. To strengthen our case for voluntary self-regulation, it is critical that each institution demonstrate its support for good practice in refunding student charges. We ask that each institution review the guidelines and take steps to ensure that its refund policies reflect these general principles of good practice.

Cordially,

*J. W. Peltason*  
J. W. Peltason

# Self-Regulation Initiatives:

## Guidelines for Colleges and Universities

No. 1  
August 1979

### Policy Guidelines for Refund of Student Charges

#### Background

National attention has for some time focused on the matter of fair and equitable refund of student charges and fees. Since 1976, federal law has required that all institutions receiving federal student-aid funds have equitable refund policies. Within the higher education community the belief has grown that policy guidelines for voluntary self-regulation, developed by higher education representatives, are preferable to governmental definitions and regulations. To this end, the American Council on Education and other associations urged the National Association of College and University Business Officers to prepare policy guidelines for refunding student fees.

The guidelines were drafted by NACUBO's Student-Related Programs Committee and were reviewed by persons representing a wide range of institutions and professional responsibilities. Associations that have approved the guidelines are listed below. The guidelines have gained acceptance by officials in the U.S. Office of Education. Leo Kornfeld, Deputy Commissioner for Student Financial Assistance, lauded the effort as important progress toward self-regulation and indicated that, as a result, the USOE will not proceed with developing regulations for tuition refund policies of colleges and universities.

The guidelines summarize elements of fair and equitable policy in refunding tuition, room, board, and other charges for students who withdraw from their studies or otherwise discontinue their use of an institution's services before the end of an academic term. They offer a balanced approach to issues related to refunds, including the financial commitments incurred by the institution and the responsibility to treat both withdrawing and continuing students fairly. Overall, they allow institutions to ensure that their students' rights to fair and equitable treatment are fully recognized.

Colleges and universities are urged to use the guidelines to evaluate and, where necessary, modify current institutional policies and practices to meet the spirit and intent of the guidelines.

**Guideline One.** The governing board of the institution should review and approve the schedule of all institutional charges and refund policies applicable to students. The pricing of services and refund policies have important consequences to students, parents, the institution, and society; as such, pricing and refund policies should receive board attention and approval.

ASSOCIATIONS that have given formal support, in principle or in toto, to Policy Guidelines for Refund of Student Charges: American Council on Education; American Association of Collegiate Registrars and Admissions Officers; American Association of Community and Junior Colleges; American Association of State Colleges and Universities; Association of American Colleges; Association of Catholic Colleges and Universities; Association of Jesuit Colleges and Universities; Council on Postsecondary Accreditation; National Association of College and University Business Officers; National Association of State Universities and Land-Grant Colleges; Council for the Advancement of Small Colleges; National Association of Schools and Colleges of the United Methodist Church; National Association of Student Financial Aid Administrators; United States Student Association. The National Association of Independent Colleges and Universities commended the guidelines to its members.

**Guideline Two.** Institutions should seek consumer views in the process of establishing and amending charge and refund structures. Decisions regarding institutional funds are ultimately the sole responsibility of the institution's legally designated fund custodians. However, consumer concerns do affect decision making, and involving consumers in decision making related to charges and refunds is a desirable approach for assessing student needs and creating public awareness of institutional requirements.

**Guideline Three.** Institutions should publish a current schedule of all student charges, a statement of the purpose for such charges, and related refund policies, and have them readily available free of charge to current and prospective students. Students and parents have a right to know what charges they will be expected to pay and what will or will not be refunded. They also have a right to know what services accompany payment of the charges. Informational materials published free for students and prospective students are ideal for this purpose.

**Guideline Four.** Institutions should clearly designate all optional charges as "optional" in all published schedules and related materials. Clearly, charges that are mandatory and charges that are optional must be plainly differentiated in all printed materials. Also, the institution should state clearly in its schedule if a charge is optional for some students but required for others. Statements accompanying the schedule may include institutional endorsements of the optional program or service.

**Guideline Five.** Institutions should clearly identify charges and deposits that are nonrefundable as "non-refundable" on all published schedules. Institutions



determine on an individual basis which of their charges are refundable or nonrefundable. In general, admissions fees, application fees, laboratory fees, facility and student activity fees, and other similar charges are not refundable. Such fees are generally charged to cover the costs of activities such as processing applications and other student information, reserving academic positions, and establishing the limits of institutional programs and services, reserving housing space, and otherwise setting the fixed costs of the institution for the coming academic period.

Institutions determine on an individual basis which of their deposits are refundable or nonrefundable. Some deposits will be nonrefundable or will be credited to a student's account (e.g., tuition deposits). Others are refundable according to the terms of the deposit agreement (e.g., deposits for breakage).

**Guideline Six.** Institutions should refund housing rental charges, less a deposit, so long as written notification of cancellation is made prior to a well-publicized date that provides reasonable opportunity to make the space available to other students. Written notification on or before the beginning of the term of the contract is necessary to ensure utilization of housing units. During the term of the contract, room charges are generally not refundable. However, based on the program offered, space availability, debt service requirements, state and local laws, and other individual circumstances, institutions may provide for some more flexible refund guideline for housing.

**Guideline Seven.** Institutions should refund board charges in full, less a deposit, if written notification of cancellation is made prior to a well-publicized date that falls on or before the beginning of the term of the contract. Subsequent board charges should be refunded on a pro rata basis less a withdrawal fee. It is reasonable to make a refund for those goods and services not consumed. The withdrawal charge should reflect that portion of an institution's costs that are fixed for the term of the contract.

**Guideline Eight.** The institutional tuition refund policy for an academic period should include the following minimum guidelines:

1. The institution should refund 100 percent of the tuition charge, less a deposit fee, if written notification of cancellation is made prior to a well-publicized date that falls on or before the first day of classes.
2. The institution should refund at least 25 percent of the tuition charge if written notification of withdrawal is made during the first 25 percent of the academic period.

It is reasonable to refund tuition charges on a sliding scale if a student withdraws from his or her program prior to the end of the first 25 percent of the academic period unless state law imposes a more restrictive refund policy.

**Guideline Nine.** The institution should assess no penalty charges where the institution, as opposed to the student, is in error. The institution should make refunds in cases where the institution has assessed charges in error. Penalty charges, such as those involving late registration fees, change of scheduled fees, late payment fees, should not be assessed if it is determined that the student

is not responsible for the action causing the charge to be levied.

**Guideline Ten.** Institutions should advise students that any notifications of withdrawal or cancellation and requests for refund must be in writing and addressed to the designated institutional officer. A student's written notification of withdrawal or cancellation and request for a refund provides an accurate record of transactions and also ensures that such requests will be processed on a timely basis. Acceptance of oral requests is an undesirable practice.

**Guideline Eleven.** Institutions should pay or credit refunds due on a timely basis. The definition of "timely basis" should include the time required to process a formal student request for refund, to process a check if required, and to allow for mail delivery, when necessary. If an institution has a policy that a refund of an inconsequential amount will not be made, such policy should be published as a part of all materials related to refund policies.

**Guideline Twelve.** Institutions should publicize, as a part of their dissemination of information on charges and refunds, that an appeals process exists for students or parents who feel that individual circumstances warrant exceptions from published policy. The informational materials should include the name, title, and address of the official responsible. Although charges and refund policies should reflect extensive consideration of student and institutional needs, it will not be possible to encompass in these structures the variety of personal circumstances that may exist or develop. Institutions are required to provide a system of due process to their students, and charges and refund policies are legitimately a part of that process. Students and parents should be informed regularly of procedures for requesting information concerning exceptions to published policies.

This statement is one in a series of policy guidelines developed to help higher education respond to issues by means of voluntary self-regulation. The Office on Self-Regulation Initiatives, a program of the American Council on Education, works cooperatively with representative associations and institutional leaders in identifying issues on which self-regulation is needed, formulating responses to those issues, and distributing the resulting guidelines and recommendations.

College and university administrators are urged to review the guidelines as a basis for considering changes in existing institutional policies. Each statement is developed through a process of wide review among representatives of different types of institutions and professional responsibilities in higher education. They are intended to summarize general principles of good practice that can be adapted to the specific circumstances of each college and university.

The statements are not copyrighted and may be reproduced in the interest of education. Permission for resale, reprinting or commercial use should be requested in advance from ACE's Publications Department.

Additional copies of this statement can be obtained upon request to the Office on Self-Regulation Initiatives. Please include a stamped, self-addressed envelope.

5. PILCHER HOUSE, LEASE

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

RESOLUTION 1980--498

WHEREAS, Ohio University owns the facility on E. Union Street commonly known as the Pilcher House, and

WHEREAS, the Pilcher House has historical significance as part of the Ohio University's College Green being included on the National Register of Historical Places; and the University at present and for the foreseeable future does not need the Pilcher House for University operations, and

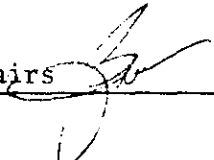
WHEREAS, the University desires to insure that the Pilcher House is restored and preserved as part of the College Green and for a use compatible with University operations.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Ohio University pursuant to the authority vested in it by Section 123.01 (A)(9) of the Ohio Revised Code hereby approves the proposed lease for the purpose of restoration and renovation of the Pilcher House for a period of twenty-five years, with rent abatement in consideration for restoration and renovation expenses; and authorizes the President or his designee to negotiate such a lease and have it executed according to the provisions of the above noted section of Ohio law.

**OHIO UNIVERSITY**  
**INTER-OFFICE COMMUNICATION**

DATE January 7, 1980

TO The President and Board of Trustees

FROM John F. Burns, Director/Legal Affairs 

SUBJECT Proposal to Lease the Pilcher House for purposes of Restoration

During the past few years the Pilcher House has been used for a number of University activities, most recently it housed the Ohio University Post. It was acquired March 15, 1968 by the Ohio University Fund, Inc. and was transferred to the University June 27, 1972. Due to the Pilcher House's unique location, directly west of Baker Center across from the College Green, historical value and inclusion within the National Register of Historical Places along with the College Green, the University wishes to preserve the facility.

In order to accomplish this the staff of the University proposes to enter into a fifteen year lease with Mr. Mark Snider and Mr. Michael Ward, who are a local insurance agent and attorney respectively, for use of the Pilcher House for office space. The proposed arrangement is based on a proposal from Messers Snider and Ward submitted pursuant to a public advertisement seeking proposals for the use of Pilcher House run in the Athens Messenger November 18 through 23 (see Exhibit A). In order to accomplish the primary purpose of restoration of the Pilcher House the rent for the fifteen year period will be abated to \$1.00/yr. in consideration for the lessees restoring and renovating the facility according to plans and specifications approved by the University. Although we do not have a historic photograph of the Pilcher House the attached photograph of the Sloane House is representative of the restoration that is sought (see Exhibit B).

After the fifteen year period has run there is provision for a mutually agreed upon option to renew for up to ten additional years at the then effective rental rates. The University will have the option of having the facility returned to its exclusive use after fifteen years if it so chooses.

In order to accomplish this under a lease arrangement the provisions of Ohio law require that the lease, (see Exhibit C.) which is granted by the state, be approved by the University's Board of Trustees. In order that this be accomplished the attached resolution has been prepared for your review to authorize the state to enter the lease on behalf of Ohio University.

If you have any questions, Mr. Gene Peebles, Mr. Alan Geiger or I will be please to answer them.

xc: Mr. Gene Peebles, Vice President for Operations  
Mr. Alan Geiger, University Planner

## PILCHER HOUSE

### Lease and Restoration Project

Ohio University is announcing that it will entertain proposals for a lease and restoration of its facility on E. Union Street, commonly referred to as the Pilcher House.

The University will review any and all proposals to lease and restore Pilcher House within the following guidelines:

1. The lease will be for a maximum of fifteen (15) years.
2. The major factor in reviewing a proposal will be the potential for restoration of Pilcher House; and the rental fees will be negotiable with reasonable rent abatement in lieu of restoration expenses being seriously considered.
3. All restoration and redecoration of the Pilcher House will be subject to University approval as to plans and specifications.
4. Any potential tenant will be responsible for meeting zoning and building code requirements, all utilities, taxes, insurance, assessments and maintenance costs; with the University being named the insured as to the building.
5. Tenant uses will be limited to professional offices of light commercial uses. The University would reserve the right in the lease to place reasonable restrictions on any particular use, for example limiting sub-leasing and hours of operation.
6. No parking will be provided by the University although access to rear portions of the Pilcher House may be provided.

All proposals should be submitted in detail as to type of prospective use, length of requested lease, plans for restoration and lease terms by December 7, 1979 to Mr. Alan Geiger, the Office of Facilities Planning, Graduate Building, Athens, Ohio 45701.

The University reserves the right to reject and/or negotiate with respect to any or all proposals.

11-18, 11-19, 11-20, 11-21, 11-22, 11-23



# OHIO UNIVERSITY

## OFFICE OF LEGAL AFFAIRS

John F. Burns  
Peter J. Carpenter

100 MCGUFFEY HALL  
ATHENS, OHIO 45701  
PHONE: 614-594-5381

January 31, 1980

Mr. Mark Snider  
Mr. Mike Ward  
Beckley Building  
Court Street  
Athens, Ohio 45701

Dear Mark & Mike:

The University has reviewed your position with respect to the present status of your proposal to lease and renovate the Pilcher House. The basic position we understand you to hold with respect to conditions for this lease are:

1. it be conditioned on CIC financing arrangements.
2. we have a minimum base lease for 25 years.
3. there be some reasonable expectation on your part that the lease could be extended beyond the 25 year period.

The University wishes to try to cooperate in this matter to meet your conditions as we very much desire to consummate such a lease agreement. Therefore, we have a general proposal for you to consider to try to accommodate your concerns as well as reflect our interests. This proposal is generally as follows:

1. We accept your condition (1) as part of the lease; basically this can be described as a condition precedent or condition subsequent to the lease.
2. As for conditions (2) and (3) we agree to a base 25 year lease that is permissible for us to grant under Ohio law; we are also agreeable to provide in the lease provision for mutually acceptable extensions of this lease up to another 15 years in maximum 5 year intervals or other intervals if mutually determined. The University can not legally grant an extension at this time beyond the 25 year term; but we can draft language indicating our intent to renew such lease not to be unreasonably withheld unless the University space utilization needs require usage of

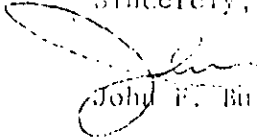
this space. Given this legal requirement, while we understand it will present you with a business risk, we will try to draft language to provide you with tax depreciation opportunities.

3. In "consideration" of this extension of the leasehold from our original plans we would request what I will describe as a "buy-out" option after a 5 year period of time or other mutually agreed to period. The principles of this "buy-out" will have to be detailed; but basically it would reflect the University's option to review the premises and pay you for the value of your improvements to the Pilcher House. More specifically, this would call for (1) a long-term notice of at least a year; (2) the University assuming any remaining portion of the mortgage on the property; (3) your right to retain all movable equipment in the facility; (4) a payment to you of a fixed amount of money to be determined by a formula in the lease to reflect the value added to the facility (eg. one method to start would be to pay you the amount of the principle reduction on the mortgage) but this will have to be discussed further.
4. After the period of the 25 year lease we would set a fair market rental rate for any renewals thereof.
5. We would want to establish an escrow fund made up of your \$2000/yr. estimated cost for repairs over the life of the building that would be used for maintenance and repair of the facility by some mutually agreed upon standard, with the University having some specific authority to authorize repair expenditures from the fund. We would expect this fund to be invested in some fashion where you receive income from it but not jeopardize the principle. If at the end of the term of the lease the Pilcher House is returned to the University in good repair and condition the fund reverts to you.
6. With this length of this lease we should have some provision to cover contingencies such as death or disability. The former draft made the lease joint and severable, which is still acceptable in principle; but we should discuss how the University interests would relate to your organizational structure, the potential subordination of the leasehold to the mortgage and potential uses of the property.

Overall, we still want to continue negotiations in this matter. If these general University proposals are acceptable for a basis of continued negotiations we would like to discuss this matter with the Board of Trustees which meets tomorrow and possibly authorize the President to enter into such a lease. If they are not acceptable I would appreciate your informing me of such in the morning.

Thank you.

Sincerely,

  
John F. Burns

JFB/bc

cc: President Charles J. Ping

Mr. Gene Peebles

Mr. Alan Geiger

STATE LEASE

Section 123.01 (A)(9) Revised Code

File No. \_\_\_\_\_

STATE OF OHIO LEASE

\*\*\*\*\*

THIS INDENTURE OF LEASE, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_, in the City of Columbus, in Franklin County, Ohio, by and between the State of Ohio, through its Department of Administrative Services, approved by the Attorney General, signed by the Governor and all officers of the State of Ohio acting for and on behalf of said State, Party of the First Part, and Mr. Mark Snider and Mr. Michael Ward, successors or assigns, whose address is \_\_\_\_\_, hereinafter referred to as the Party of the Second Part.; Witnesseth:

WHEREAS, the Department of Administrative Services has found that the real estate hereinafter described is the property of the State of Ohio, under the jurisdiction of Ohio University; and

WHEREAS, said Ohio University, on February 5, 1980, approved the granting of this lease; and

WHEREAS, the Director of Administrative Services has determined that the use of said real estate, if leased for the purposes herein stated, will not materially injure or interfere with the maintenance of any of the adjacent State Land; and

WHEREAS, the Party of the Second Part has applied to the Party of the First Part for a lease of said real estate for professional office and related purposes; and

WHEREAS, the Party of the First Part, having considered such application of said Second Party, duly resolves to lease such real estate for the term of ~~25~~ <sup>15</sup> fifteen (15) years commencing \_\_\_\_\_, and ending \_\_\_\_\_ upon the terms and conditions and under the restrictions hereinafter set forth; NOW THEREFORE:

The Party of the First Part hereby leases to the Party of the Second Part, its successors or assigns, the real estate herein described, together with the right and privilege to said Second Party, its successors or assigns, to occupy and use said real estate for professional office purposes for the term of fifteen (15) years under the conditions and restrictions as hereinafter set forth, said lease being commonly known as the Pilcher House and described as follows:

Situate in the City of Athens, Athens County, Ohio, to-wit: Beginning at a point 94 feet East of the Southwest corner of Inlot No. 26 in the City of Athens on the South line of said Inlot; thence East 43 feet on the said South line; thence North to the line running East and West between the North and South halves of the North half of said Inlot; thence West 43 feet; thence South to the place of beginning, also the right of way for the purposes of a private alley over and along ten feet East of and adjoining said tract above described

EXCEPTING the following described real estate: Beginning at a point 94 feet East of the West line of Inlot No. 26, which point is on the line dividing the North and South halves of the North half of said Inlot No. 26 and is also the Northwest corner of that part of said Inlot No. 26 now owned by the said Martha B. Pilcher; thence East on said dividing line 43 feet; thence South 20 feet; thence West 43 feet to a line parallel with the said North line; thence North 20 feet to the place of beginning.



THIS LEASE IS GRANTED SUBJECT TO THE FOLLOWING CONDITIONS AND RESTRICTIONS:

(1) The Party of the Second Part hereby agrees to rent abatement during the term of this lease to allow for restoration and renovation of the leasehold premises. Rent during this period will be abated to \$1.00/year. In further consideration of this rent abatement the Party of the Second Part agrees to submit detailed plans and specifications to Ohio University specifying the restoration and renovation that will take place to the leasehold premises; and Ohio University retains the authority to approve or disapprove all such plans before construction proceeds. The Party of the Second Part further agrees that restoration of the leasehold premises <sup>EXTERIOR</sup> according to approved plans and specifications will take place no later than one year after execution of this lease; and restoration/renovation of the interior of the leasehold premises will be completed according to approved plans and specifications no later than two years after the execution of this lease.

(2) The Party of the Second Part hereby agrees to abide by all applicable building code, fire code, zoning code requirements applicable to the restoration and renovation of the leasehold premises.

(3) The Party of the Second Part will be responsible for all taxes, assessments; utilities, including repair and maintenance expenses; and shall during the term of this lease and any extensions, at its sole cost and expense, carry and maintain policies of fire and extended coverage insurance and general liability insurance. The fire and extended coverage insurance shall cover all causes generally insured against in the amount of 100% of the leasehold premises. The policy will name Ohio University as the insured party and in the event of a partial or total loss the Party of the First Part, though Ohio University, and the Party of the Second Part, will mutually agree as to what steps should be taken regarding use of insurance proceeds and status of this lease. The policy for general liability insurance shall name the Party of the First Part and Ohio University as a co-insured and the amounts of such insurance shall be mutually agreed upon by Ohio University and the Party of the Second Part. Both insurance policies shall be available for inspection and review by the Party of the First Part and the Party of the Second Part agrees to notify Ohio University of any change, alteration, modification or cancellation of any such insurance policy immediately upon notification by an insurer.

(4) The Party of the Second Part agrees that the sole and exclusive use of the leasehold premises will be for professional and/or other types of office space. The Party of the Second Part further agrees that all subleases of such leasehold space, and all assignments must be approved by Ohio University, with such approval not to be unreasonably withheld for uses consistent with the provisions of this lease. Such approvals will be requested and given in writing by Ohio University. Further, the Party of the Second Part agrees to indemnify and save harmless the Party of the First Part and Ohio University from any and all damages and claims, including legal expenses, arising out of any act, omission, neglect or damage on the part of the Party of the Second Part or any of its agents during this lease.

(5) The Party of the Second Part shall keep removed from the adjacent lands not subject to this lease any and all material or debris which may be deposited thereon by reason of the use of the premises leased herein by said Party of the Second Part, and the Party of the First Part, at any time, may remove such material or debris at the expense of said Party of the Second Part. The Party of the Second Part agrees to maintain the exterior of any buildings herein being leased and agrees to keep the grass, on the said real estate, cut in the summer and any walkways cleared of snow in the winter.

(6) The Party of the Second Part hereby agrees to keep the premises herein leased clean and sanitary and free from weeds, vines, deadfall, and debris of all kinds in compliance with this lease and other State and local requirements, and upon its failure to do so Ohio University may have the necessary work performed at the expense of said Party of the Second Part.

(7) If the Party of the Second Part commits any act or permits anything to be done that is prohibited by any State or local regulation, all the rights and privileges derivable to said Second Party from this agreement shall, at the option of the Party of the First Part, cease and determine, this lease may be cancelled, and said Second Party shall be liable for any and all damages consequent upon such violation and cancellation of this agreement.

(8) After the termination of this lease the parties, the Party of the First Part by action of the President of Ohio University and the Party of the Second Part, may mutually agree to renew this lease in one (1) year or more intervals not to exceed ten (10) years. If at the end of the lease term such renewal is mutually agreeable the parties shall agree on a rental cost to the Party of the Second Part that reflects the then market price for rental space in Athens, Ohio and any other guidelines the parties may then agree to; and this rental cost determination will be made by the parties for each successive renewal period during the ten (10) year renewal period. The Party of the Second Part shall then have the obligation to pay to the Treasurer of Ohio University, any such agreed upon rental fee; and such payment shall not affect any other terms and conditions of this lease unless specifically so agreed to by the parties.

(9) It is also further agreed and understood that, if said Second Party fails to comply with any of the conditions of this lease as herein set forth, then this lease shall, at the option of the said Party of the First Part hereto, become null and void, and it is expressly agreed and understood that the receipt of rental or compliance with a term or condition after any act of forfeiture hereof by the Party of the Second Part hereto shall not be held to be a waiver by the Party of the First Part of its right to declare such forfeiture and cancel this lease AND THE PARTY OF THE FIRST PART MAY ENTER UPON AND TAKE POSSESSION WITHOUT NOTICE OR OTHER LEGAL PROCESS.

(10) It is also expressly understood that this lease is joint and severable as to the Party of the Second Part.

STATE OF OHIO  
PARTY OF THE FIRST PART

BY \_\_\_\_\_  
James A. Rhodes, Governor of Ohio

BY \_\_\_\_\_  
Richard D. Jackson, Director,  
Department of Administrative Services

The foregoing instrument was  
acknowledged before me this  
\_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_.

\_\_\_\_\_  
Title or Rank

\_\_\_\_\_  
Title or Rank

Witnesses as to signature of  
Party of the Second Part:

APPROVED \_\_\_\_\_, 19\_\_\_\_

\_\_\_\_\_  
Attorney General of Ohio

ACKNOWLEDGED:  
OHIO UNIVERSITY

BY \_\_\_\_\_  
Neil S. Bucklew, Provost

PARTY OF THE SECOND PART

\_\_\_\_\_  
Mark Snider

\_\_\_\_\_  
Michael Ward

6. SELECTION OF ARCHITECT FOR ENGINEERING  
COMPLEX

Mr. Jeffers moved approval of the resolution. He explained that even though the Capital bill had not yet been approved, permission had been obtained to select an architect for the project. Mr. Bush seconded the motion. Approval was unanimous.

RESOLUTION 1980--499

WHEREAS, both the House and Senate versions of the 1979-1981 Capital Appropriations Bill have included a tentative appropriation for the Engineering Complex Project, and

WHEREAS, Ohio University has been given permission by the Department of Public Works to interview and select a project architect for the Engineering Complex Project, and

WHEREAS, five (5) architectural firms were interviewed on January 15 and January 16, 1980, in order to determine their ability, interest, and desire to provide architectural services for the Engineering Complex Project, and

WHEREAS, the University desires to proceed with the selection of an architect and the development of plans and specifications for the project as rapidly as possible,

NOW, THEREFORE, BE IT RESOLVED that the Ohio University Board of Trustees does hereby empower the President or his designee in consultation with the Budget, Finance, and Physical Plant Committee to recommend architects for the Engineering Complex Project, to the Deputy Director, Division of Public Works, and to authorize administrative officials to proceed with the development of plans and specifications.

OHIO UNIVERSITY  
INTER-OFFICE COMMUNICATION

DATE January 8, 1980

TC Mr. Gene Peebles, Vice-President for Operations  
FROM Alan H. Geiger, University Facilities Planner & Director of Construction  
SUBJECT APPOINTMENT OF PROJECT ARCHITECT FOR THE ENGINEERING COMPLEX PROJECT

*A. Geiger*

The Dean and Department Chairpeople of the College of Engineering have been preparing detailed facility program statements for the Engineering Complex Project since December, 1979. It is my hope that we will have a statement sufficient to guide and direct a project architect by March 1, 1980. The University has been given permission by the Department of Public Works to interview recommended architects for the project on January 15 and January 16, 1980. In order to move rapidly with this major project, it is important that the selection of an architect be made soon so that plans and specifications may be developed.

I have taken an optimistic viewpoint of the time necessary for the development of plans and specifications for the project and will make every effort to begin construction of the Engineering Complex Project in the Spring of 1981, so that the facility can be available for use by the College of Engineering beginning Winter Quarter, 1983.

I have enclosed an appropriate Resolution appointing the Engineering Complex Project architect for consideration by the Board of Trustees at their February 1 and February 2, 1980 meeting.

AHG:1fw

enclosure

(27)  
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7. APPROVAL OF PLANS AND SPECIFICATIONS FOR  
PARKS HALL PROJECT

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

RESOLUTION 1980--500

WHEREAS, the Ohio Board of Regents have recommended the Parks Hall Renovation Project as a part of their 1979-1981 capital improvement plan, and

WHEREAS, the House and Senate versions of the Capital Appropriations Bill have included the Parks Hall Renovation Project, and

WHEREAS, the State of Ohio Controlling Board has previously approved the transfer and release of monies for purposes of employing an architect for the Parks Hall Renovation Project, and

WHEREAS, the Ohio University Board of Trustees did on April 14, 1979, recommend the selection of McDonald, Cassell & Bassett, as project architects, and did authorize the preparation of plans and specifications for the Parks Hall Renovation Project,

NOW, THEREFORE, BE IT RESOLVED that the Ohio University Board of Trustees does hereby empower the President or his designee in consultation with the Budget, Finance, and Physical Plant Committee to approve the final plans and specifications as prepared by McDonald, Cassell & Bassett, Architects; Columbus, Ohio for the College of Osteopathic Medicine, Parks Hall Renovation Project.

BE IT FURTHER RESOLVED that the Ohio University Board of Trustees does hereby empower 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 received for the Parks Hall Renovation Project provided total bids do not exceed available funds.

OHIO UNIVERSITY  
INTER-OFFICE COMMUNICATION

DATE January 8, 1980

TO Mr. Gene Peebles, Vice-President for Operations

FROM Alan H. Geiger, University Facilities Planner & Director of Construction *A. Geiger*

SUBJECT APPROVAL OF PLANS AND SPECIFICATIONS AND RECOMMENDATION OF CONTRACT  
AWARD FOR THE COLLEGE OF OSTEOPATHIC MEDICINE, PARKS HALL RENOVATION  
PROJECT

Final plans and specifications for the Parks Hall Renovation Project are being prepared by the project architect. It is my intention to submit these final documents to the appropriate State and Federal agencies for their review and approval on or before January 21, 1980.

Estimated total cost for the Parks Hall Renovation Project is \$ 2,527,500. Of this amount, \$ 727,500. will be coming from Appalachian Regional Commission funds. I am hopeful that construction can begin sometime in March, 1980, with completion of the Parks Hall Renovation Project prior to Fall Quarter, 1981.

I have enclosed an appropriate Resolution for approval of plans and specifications and recommendation of contract award for the College of Osteopathic Medicine, Parks Hall Renovation Project for consideration by the Board of Trustees at their February 1 and February 2, 1980 meeting.

AHG:lfw

enclosure

29  
22

8. RICHLAND AVENUE LAND EXCHANGE BETWEEN  
OHIO UNIVERSITY AND OHIO UNIVERSITY FUND, INC.

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

RESOLUTION 1980--501

WHEREAS, The Ohio University holds title to 19.24 acres of land recently appraised at \$113,820 that is not potentially usable for campus development, and

WHEREAS, The Ohio University Fund, Inc. owns adjacent land consisting of 10.68 acres, currently appraised at \$164,000, which is more optimally suited for development as part of the campus plan, and

WHEREAS, The Ohio University Fund, Inc. has authorized an offer to be made to the Board of Trustees of Ohio University to trade their respective adjacent parcels of land on an "as is value basis."

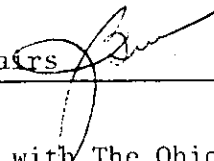
NOW, THEREFORE, BE IT RESOLVED that the Ohio University Board of Trustees accepts the offer proposed by The Ohio University Fund, Inc. and authorizes the President or his designee to enter into an agreement with the Ohio University Fund, Inc. according to the terms of the offer and to pursue legislative authorization to transfer title to the University's land to the Ohio University Fund, Inc.



**OHIO UNIVERSITY**  
**INTER-OFFICE COMMUNICATION**

DATE January 7, 1980

TO The President and Board of Trustees

FROM John F. Burns, Director/Legal Affairs 

SUBJECT Richland Ave. area, land transfer with The Ohio University Fund, Inc.

At present both the Ohio University Fund, Inc. and the University own certain adjacent tracts of land in the general area bounded on the west by Richland Ave. and bounded on the north by the extension of Rt. 682 adjoining the 33 By-Pass.

This land is currently undeveloped but certain parts of both tracts have development potential. Generally the Ohio University Fund, Inc. land of 10.68 acres lies adjacent to Richland Ave., and provides aesthetic green space offsetting the Hocking River and the campus before reaching the commercial area of Richland Ave. After reviewing development potential of this area, and after discussions with University and City of Athens officials, the Ohio University Fund, Inc. has concluded the University and Athens community would be best served by avoiding commercial development on this area and having the University use this area for University related purposes. The tract of land held by the University on the other hand contains 19.24 acres and rests on a higher topography and has a greater potential for residential or commercial development without adverse effect on the aesthetic, traffic or other aspects of the area.

Recent comparative data used by the Ohio University Fund, Inc. and by the University in valuing their respective properties indicates that the Ohio University Fund, Inc. land was appraised at \$163,000 in December of 1977, based on the relative value of different parcels totalling the 10.68 acres; and the Ohio University land was appraised in September of 1979 at \$113,820.

On November 16, 1979 the Ohio University Fund, Inc. authorized the President of the University to present an offer to the Ohio University Board of Trustees that encompasses a trade of these respective tracts of land on a "as is value basis", with the provision that the University retains future access rights to Hooper St. across the portion of land that would be traded to the Ohio University Fund, Inc.

The Ohio University Fund, Inc. according to its by-laws, may dispose of this land according to this procedure; but the University in order to accomplish this land trade will have to seek legislative authorization to enter into such a trade, specifically, to transfer title to the Ohio University

Fund, Inc. of its 19.24 acre tract of land.

In order to accomplish this the attached resolution has been prepared to authorize the President to seek legislative authorization to enter into a purchase agreement with the Ohio University Fund, Inc. to transfer this land and seek legislative authorization to carry out the transfer arrangement.

If you have any questions regarding this matter Mr. Gene Peebles, Alan Geiger, Jack Ellis or I will answer them.

Thank you.

xc: Mr. Gene Peebles, Vice President, Operations  
Mr. Alan Geiger, University Planner  
Mr. Jack Ellis, Executive Director/OU Fund, Inc.

MATCH LINE

THE OHIO UNIVERSITY  
FUND, INC.

(274)

DIMENSIONS SHOWN ARE APPROXIMATE

OHIO UNIVERSITY

HOOPER ST.

Ramp "M"

PLOT PLAN

(33)  
26

9. PROCEDURE FOR INFORMING LOCAL GOVERNMENTS  
ON CAPITAL PLANS

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

President Ping stated that this reporting under legislatively mandated procedure would be a growing problem as planned and ongoing construction in many areas of the state proceeded. He cited especially construction projects associated with the regional campuses and the College of Osteopathic Medicine.

RESOLUTION 1980--502

WHEREAS, Amended House Bill 699 enacted June, 1978, requires the Ohio University Board of Trustees to provide written notice to neighboring political subdivisions regarding the institution's plans to proceed with State funded capital improvement and to receive their comments or objections, and

WHEREAS, Amended House Bill 699 requires that the written notice give a description of the project, the estimated date for the opening of project bids, and the estimated project completion date, and

WHEREAS, the University wishes to continue its good relationships with neighboring political subdivisions,

THEREFORE, BE IT RESOLVED that the Ohio University Board of Trustees does hereby empower the President or his designee in consultation with the Budget, Finance, and Physical Plant Committee to provide written notice to neighboring political subdivisions on behalf of the Board of Trustees as required by Amended House Bill 699.

OHIO UNIVERSITY  
INTER-OFFICE COMMUNICATION

DATE January 8, 1980

TO Mr. Gene Peebles, Vice-President for Operations

FROM Alan H. Geiger, University Facilities Planner & Director of Construction *A. Geiger*

SUBJECT PROCEDURE FOR INFORMING NEIGHBORING POLITICAL SUBDIVISIONS ON CAPITAL PLANS AND PROGRAMS

Amended House Bill 699, enacted June, 1978, requires the Ohio University Board of Trustees to provide written notice to neighboring political subdivisions regarding the institution's plans to proceed with state funded capital improvements and to permit the subdivisions to file comments or objections. The Bill requires in the written notice a description of the project, the estimated date for opening of project bids, and the estimated project completion date. The Bill also provides for a 60 day period in which the political subdivision may determine that the proposed capital improvement will have direct or indirect consequence to any service the subdivision may provide the University.

I have already taken the liberty of notifying the neighboring political subdivisions of the Parks Hall Project, the Engineering Complex Project, and the Natatorium Project. Although state funding is still pending for the aforementioned projects, Resolutions will be sought from the Board of Trustees at their February meeting effecting the Parks Hall and Engineering Complex Projects.

I have over the last several years, in an informal fashion, involved the appropriate City of Athens officials in our campus capital projects since the projects have a direct bearing on utilities, accessibility and other types of considerations affecting the City. Amended House Bill 699 requires written notice to neighboring political subdivisions and properly handled, should strengthen our ongoing personal and institutional relationships.

I have enclosed a Resolution for the Board of Trustees' consideration at their February 1 and February 2, 1980, meeting and am prepared to discuss Amended House Bill 699 and its implications should the Board of Trustees wish.

AHG:1fw

enclosure

(35)  
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10. ELECTRIC EASEMENT - EAST STATE STREET MALL

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

RESOLUTION 1980--503

WHEREAS, the Columbus and Southern Ohio Electric Company has requested a right-of-way easement for electric service over lands owned by Ohio University, and


WHEREAS, this request involves an extension of the Company's East State Street Relocation Project and will aid in the potential development of the University land,

NOW, THEREFORE, BE IT RESOLVED that the Ohio University Board of Trustees hereby grants the Columbus and Southern Ohio Electric Company an easement for right-of-way purposes as per this request specifically designated EA 79-50, contingent on the President or his designee to secure a contract for placing the Strouds Run Elliott 138 KV line underground across Parcel 2 on a previously granted easement.

OHIO UNIVERSITY  
INTER-OFFICE COMMUNICATION

DATE January 11, 1980

TO The President and Board of Trustees of Ohio University

FROM John F. Burns, Director, Legal Affairs 

SUBJECT Easement to the Columbus and Southern Ohio Electric Company

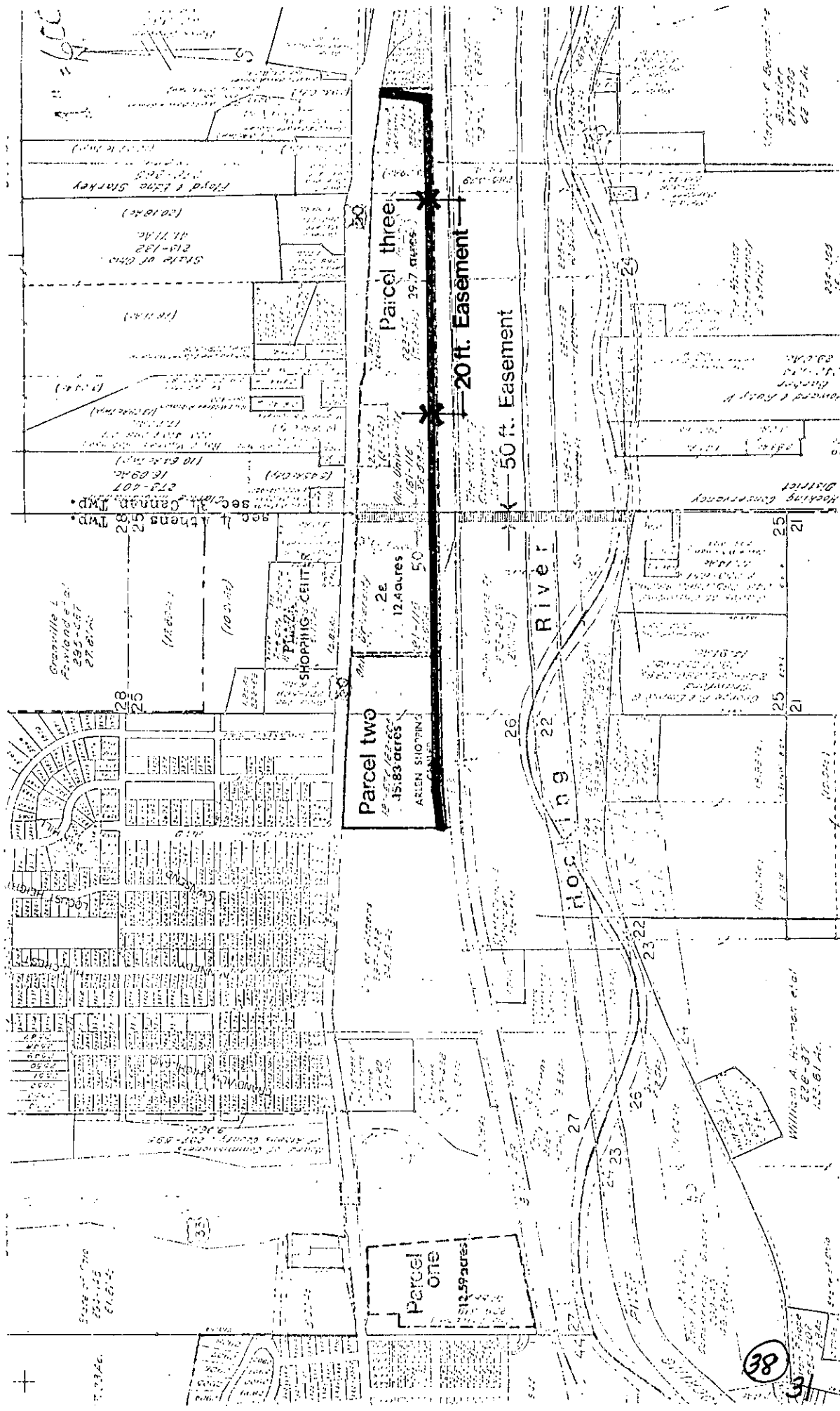
The Electric Co. has requested the University grant a right-of-way easement for improvements to electric service in the East State Street area. More specifically, they wish to relocate their electric service from near East State Street to the rear of the University land we have generally referred to as the remaining portion of Parcel 2 and Parcel 3 adjacent to the Athens Mall. At present, the electric service has already been relocated in the area of Parcel 2 where the Athens Mall is located; and this request is for an extension of a former easement granted for this purpose.

It is the opinion of the staff of the University that such relocation will be in the interests of the University and will add to the development potential for the area. Also, as part of the consideration for this easement the Electric Co. has agreed to use an underground conduit rather than overhead facility, which will be constructed as part of the potential further development of Parcel 2, for their proposed Strouds Run-Elliott 138KV line which the University gave the Company an easement for in 1974.

The attached resolution has been prepared for your review, and if there are any questions please contact Mr. Gene Peebles, Mr. Alan Geiger or I.

xc: Mr. Gene Peebles, Vice President for Operations  
Mr. Alan Geiger, University Planner

(37)  
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EASEMENT

In consideration of the sum of One Dollar (\$1.00), the receipt whereof is hereby acknowledged, and other consideration set forth below, the Grantor, THE PRESIDENT AND BOARD OF TRUSTEES OF OHIO UNIVERSITY, does hereby grant unto COLUMBUS AND SOUTHERN OHIO ELECTRIC COMPANY, its successors, assigns, lessees and licensees (hereinafter called the Company), so long as the same may be used for the purposes herein contemplated, the right and easement to construct, reconstruct, enlarge, repair, replace, remove, operate and maintain facilities, whether pole or underground, for the transmission and distribution of electric energy, together with all such facilities, including poles, wires, guys, guy stubs, conduits, manholes, fixtures and appertenances, as it may require or deem proper therefor, and for the attachment and carrying of the wires and cables of other companies using energy in the conduct of their business, upon, across, in, over and/or under the property and/or the highway, crossing the property situated in R 14, T 9, Sec. 4, 13, 5, 34, Survey Farm Lot 26 in the Townships of Canaan & Athens, County of Athens and State of Ohio, and described as:

50.47 acres, more or less, as the same is more particularly described in the deed from Carl H. Beasley and Aurelia S. Beasley to The President and Trustees of Ohio University, Athens, Ohio and recorded in Deed Book 181, Page 67, Record of Deeds in Recorder's Office, Athens, County, Ohio. Also see deed dated March 24, 1945, conveying 17.07 acres from Oliver F. Rowland and Louise Rowland to The President and Trustees of Ohio University, Athens, Ohio, deed recorded in Deed Volume 181, Page 115, Record of Deeds, Recorder's Office, Athens County, Ohio. Also see deed dated March 27, 1943, conveying 8.42 acres from Walter W. Totman, et ux, to The President and Trustees of Ohio University, Athens, Ohio, deed recorded in Deed Volume 181, Page 116, Record of Deeds, Recorder's Office, Athens County, Ohio. Also see deed dated December 31, 1956, conveying 7.62 acres from W. W. Totman and Elizabeth Totman to The President and Trustees of Ohio University, Athens, Ohio, deed recorded in Deed Volume 223, Page 40, Record of Deeds, Recorder's Office, Athens County, Ohio. Also see deed dated May 24, 1963, conveying 5.7 acres from T.O. Kincade, et al, to The President and Trustees of Ohio University, Athens, Ohio, deed recorded in Deed Volume 253, Page 33, Record of Deeds, Recorder's Office, Athens County, Ohio.

Said line(s) shall be constructed within a twenty (20') foot strip of land, the center described as follows: Beginning at a point in the Grantors west property line, said point being 2'± north of the Grantors southwest corner; thence South 87° 22' East 3552'± to a point "A", said point "A" to have two 20' guys and anchors, one in an easterly direction and one in a southerly direction; thence from point "A" North 11° 45' East 127'± to point "B"; thence from point "B" in an easterly direction 26'± to a point in the Grantors east property line. Lines also from point "B" continuing North 11° 45' East 179'± to a point on the Grantors property, (existing Columbus and Southern Ohio Electric Company Pole #105-13), said point to have one 12' guy lead in a northeasterly direction to a point in the Grantors east property line.

This easement is granted for a twenty-five (25) year period under the terms and conditions herein contained.

The Company further agrees that in consideration for this Easement they agree that the Easement dated November 12, 1976 from Ohio University to the Company for purposes of locating the Strouds Run Elliott 138KV Right-of-Way, recorded in the Athens County Deed Records at Volume 338, Page 905 be placed underground according to the specifications and requirements set forth in the August 2, 1979 letter to Ohio University from the Company's Director of Real Estate and Right-of-Way.

In the case of underground services, the Company is hereby granted the right and easement to install the necessary service facilities, which shall remain the property of the Company, from its distribution feeder lines, in such location or locations as may be necessary to serve with electric energy the building or buildings, existing or to be constructed on the subject property or lots.

If at any time the Company is required by the State Highway Department or any other governmental authority having control over said highway to relocate any or all of the facilities of said line, then the Company may and is hereby granted the right to relocate said facilities along the highway as it now exists or may hereafter exist.

Said easement includes the right to trim any trees or shrubbery which may hereafter interfere with the construction, reconstruction, operation and/or maintenance of said line, within the limits of the easement and within the limits of a strip of land five feet in width on each side, adjacent and parallel to the easement and to trim or cut, any trees or shrubbery that now interfere with the construction or reconstruction of said line.

The Company hereby agrees to pay for damages to the stock, crops, fences, or structure of the Grantor, done by the Company or its employees while engaged in the construction or maintenance of said transmission line.

The Company shall have the right of ingress to and egress from the site occupied or to be occupied by said line and appurtenances, and the right to do any and all things necessary, proper or incidental to the successful operation and maintenance thereof. It is specially provided, however, that the facilities of said lines shall be so located as not to interfere with the undersigned's ingress to and egress from said property, and the Grantor, full enjoyment of the rights hereby granted.

WITNESS \_\_\_\_\_ hand \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 19 \_\_\_\_\_.

Signed and acknowledged in the presence of:

THE PRESIDENT AND TRUSTEES OF OHIO  
UNIVERSITY, ATHENS, OHIO

BY: \_\_\_\_\_  
Charles J. Ping, President

BY: \_\_\_\_\_  
Robert E. Mahn, Secretary

State of Ohio, Athens County, ss:

Before me, a Notary Public in and for said County and State, personally appeared before the above named THE PRESIDENT AND BOARD OF TRUSTEES OF OHIO UNIVERSITY by Charles J. Ping and Robert E. Mahn, who acknowledged that they, being thereunto duly authorized, signed the foregoing instrument and that the same is their free act and deed and the free act and deed of said THE PRESIDENT OF OHIO UNIVERSITY.

IN TESTIMONY WHEREOF, I have hereunto set my hand and official seal, at Athens, Ohio, this \_\_\_\_\_ day of \_\_\_\_\_, 19 \_\_\_\_\_.

\_\_\_\_\_  
Notary Public

This instrument prepared by John F. Burns, Attorney at Law, 100 McGuffey Hall, Athens, Ohio, 45701.

# 11. REQUEST FOR RELEASE OF PLANNING FUNDS

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

## RESOLUTION 1980--504

WHEREAS, both the House and Senate versions of the 1979-1981 Capital Appropriations Bill have included a tentative appropriation for construction of a facility for the Ironton Regional Campus, and

WHEREAS, the previous legislature did appropriate \$100,000 for purposes of planning funds for the Ironton Regional Campus, and

WHEREAS, the State of Ohio Controlling Board did release a portion of the \$100,000 for purposes of conducting a study defining academic and facility needs for the Ironton Regional Campus, such study currently being completed by the University of Dayton, and

WHEREAS, the Director and Regional Coordinating Council for the Ironton Regional Campus are ready to proceed with the development of a program plan for the Ironton Regional Campus,

NOW, THEREFORE, BE IT RESOLVED that the Ohio University Board of Trustees does hereby empower the President or his designee in consultation with the Budget, Finance, and Physical Plant Committee to request the release of planning funds for purposes of developing, with the assistance of consultants, the program plan for the Ironton Regional Campus as a basis for architectural design.

OHIO UNIVERSITY  
INTER-OFFICE COMMUNICATION

DATE January 8, 1980

TO James Bryant, Ph.D., Vice-Provost Regional Higher Education

FROM Alan H. Geiger, University Facilities Planner & Director of Construction *A. Geiger*

SUBJECT THE RELEASE OF PLANNING FUNDS FOR PURPOSES OF DEVELOPING THE PROGRAM  
PLAN FOR THE IRONTON REGIONAL CAMPUS

The University of Dayton is currently completing a study which begins to describe academic and facility needs envisioned for the Ironton Regional Campus. You personally have been involved with the Ironton Regional Campus Coordinating Council and other community leaders in order to broadly access the community needs and their impact upon the proposed Ironton Regional Campus Project.

I have enclosed a Resolution for the Board of Trustee's consideration at their February 1 and February 2, 1980, meeting, which will permit the process of developing the Ironton Regional Campus to continue. I will be attending the Board of Trustees meeting in order to answer any questions that might arise regarding this proposed Resolution.

AHG:1fw

cc: Mr. Gene Peebles, Vice-President for Operations

enclosure

42  
35

Feb. 2, 1980

B. EDUCATIONAL POLICIES COMMITTEE MATTERS

1. APPROVAL OF MASTER OF SCIENCE IN  
NURSING PROGRAM

Dr. Holzer moved approval of the resolution. He reported that the Committee was enthusiastic about the proposed program. He invited Dr. Bucklew to comment.

Dr. Bucklew stated that the program, if approved, would be the first in the state. It is a general administration program for which an extended mode of delivery is anticipated, with the first class possibly being offered in Chillicothe. He said that the need for the program had been acknowledged from a number of sources.

Mr. Jeffers seconded the motion. Approval was unanimous.

RESOLUTION 1980--505

WHEREAS, The Ohio University School of Nursing proposes the establishment of the degree Master of Science in Nursing, and

WHEREAS, this proposal has been reviewed and supported by the appropriate college and university curriculum committees, and

WHEREAS, the proposal has the endorsement and support of the administration of The Ohio University, and

WHEREAS, this degree responds to the educational needs of professional nurses,

THEREFORE, BE IT RESOLVED that the Board of Trustees approves the degree Master of Science in Nursing and authorizes the President to take all necessary steps in obtaining final approval of this program.

## II

### Introductory Descriptive Statement

The School of Nursing wishes to offer a unique program in graduate level nursing with an emphasis in Nursing Administration. The central objective of this proposed program is to prepare nurses to manage departments of nursing services in a variety of health-care settings. The graduate of the nursing administration program will have management skills and techniques second to none: skills to adapt management techniques to the labor-intensive field of practicing nurse-professionals: skills to use management techniques to achieve goals defined by professional nurses: skills to translate nursing and its goals to non-nurses, especially consumers, other managers, and other health professionals including physicians: skills to provide nursing statesmanship from the position of representative and leader of nurse practitioners: and, skills to promote further advancement of the nursing profession through support and utilization of nursing research.

The Neuman stress/adaptation model will be used to provide a broad theoretical base for the program learnings. The curriculum has four components: the major concentration in nursing administration, the research and theory content, the courses in clinical specialization, and the supportive cognates from the sciences and humanities.

A carefully conducted feasibility study on the need for a program concentration in nursing administration carried out by Wyatt and DeNoble in 1977-78 collected information on job markets, student interest, standards and trends, sources of support, availability of similar programs, and recommendations on graduate education from nursing studies, journal articles, and national reports.<sup>1</sup> The findings of this feasibility study clearly document the pressing need for prepared people in nursing administration. The study fully recommends that Ohio University offer the first graduate program in the state and region with a major concentration in nursing administration and use its experience in executive development to build the competencies important to nursing leadership and management.

The Wyatt - DeNoble study reports the national shortage of nurses with higher education in administration. During the 1970's trends in master's education for nurses have been in the development of competencies in areas of clinical specialization, the outcome of which is a dearth of nurses with specialization competencies in the area of nursing administration. In order to meet today's challenges in health-care delivery, there is a pressing need to prepare more nurses for executive functioning. Currently in the State of Ohio, 1770 nursing service positions remain unfilled because of the lack of preparation at the master's

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<sup>1</sup>These efforts were made possible through Nursing Capitation Funds: Grant No. 2E04 NU 01928-03.

level for these administrative positions. In addition, statesmanship in nursing is needed to translate nursing and its goals to consumers and other health-managers for assurance of quality nursing care.

The curriculum is designed both to demonstrate and to develop a high level of professional excellence in clinical adult health nursing practice, the appropriate use of nursing theory, independent research and their significance to the phenomena of the nurse administrative area of concentration.

The conceptual framework for the master's program is shown in Figure 1. From this diagram, one can discern the various dimensions of knowledge contributing to and supporting the ongoing body of nursing science, namely: 1) nursing theories; 2) nursing research; 3) clinical nursing practice; 4) multi-disciplinary contributions; and 5) nursing administration. These dimensions of study, constructs, theories, hypotheses, and nursing phenomena will be studied and tested with the aim of adding to the body of nursing science.

Students enrolled in the program will be expected to participate in common courses related to: 1) theories of nursing; 2) research methods in nursing; 3) advanced and clinical adult health nursing; 4) research and clinical community problems related to nursing, health care and delivery modes. With these advanced areas of study, including appropriate cognates from the social sciences and the humanities, students will focus upon the specialized area of concentration, nursing administration. Doctorally prepared faculty will guide students as they pursue advanced study of nursing administration problems and phenomena.

Upon completion of the program, the graduates will be expected to function as top-level and mid-management nurse executives with nurse-researcher, team-builder, and with health-promoter and nurse-clinician competencies. Graduates will have these competencies in relation to generalized advanced professional skills as nurse leaders. Terminal expectations include:

1. Practice the role of a self-directed administrator of nursing services with clinical expertise in adult nursing.
2. Assess the health care services of individuals, groups, and committees in order to provide for and evaluate high quality health/wellness outcomes for people.
3. Participate as an agent in the decision-making process influencing the present and future of health care systems.
4. Analyze research findings and apply them to the enhancement and improvement of nursing administration practice.
5. Identify the emerging theories in nursing and nursing management.
6. Promote and assert autonomy for personal and professional development in nursing administration.
7. Acquire the foundation necessary to doctoral study and research in nursing.

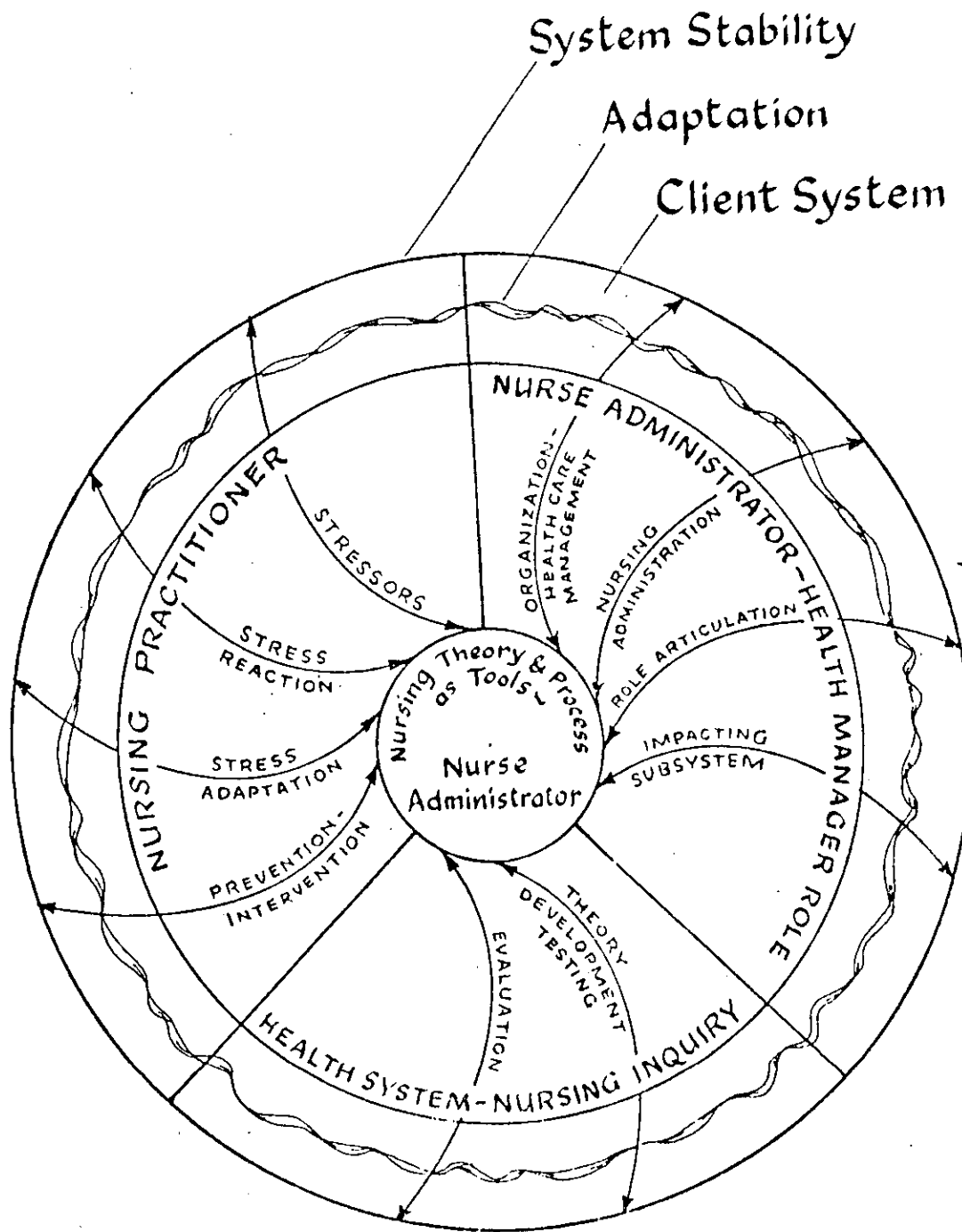


FIGURE 1

THE NEUMAN NURSING ADMINISTRATION  
STRESS/ADAPTATION SYSTEMS CURRICULUM MODEL



The completion of one-year of approved study will be required for the Master of Science in Nursing degree, based upon faculty recommendations and fulfillment of graduate study requirements and those of the Ohio University Graduate School.

The proposed educational program in graduate level nursing is a stress/adaptation systems theoretically based 4-phase curricular plan (see Figure 2) moving from structure to process to interpretation of theory and process in both breadth and depth.

Phase I of the curriculum is designed so that the student can acquire advanced and broadly based knowledge in nursing and in related, non-nursing disciplines. All students are expected to develop and use their intellectual, analytical, and conceptual skills to study nursing theoretical aspects and structural foundational courses related to nursing administration such as research methods, clinical nursing practice, and multi-dimensional administrative concerns. Relevant theories and research will be explored with colleagues from other disciplines such as management, education, communication, sociology, philosophy, and political science. Courses, seminars, and simulation laboratory experiences will characterize student activities in this learning phase.

Phase II of the curriculum provides opportunities for students to engage in concentrated studies of the functional aspects of nursing administration to understand and develop process skills in nursing theory, clinical nursing practice, research methodology, and nursing administration. Course work, seminars, guided field projects and/or research on thesis and supportive course laboratory experiences characterize the activities for students during both program phases II and III. Essentially, the student is expected to master the knowledge of the field of nursing administration, become involved in a health-care agency in order to satisfy the need for laboratory experience, and design a research study using a stress/adaptation systems concept base with an area of focus in adult health nursing. Research methods appropriate for utilization in nursing and administrative contexts will be emphasized.

Phase III of the curriculum will engage the student in concentrated study and experience in multi-disciplinary aspects of nursing administration. The influence, complexities, and interrelationships of various subsystems will be considered as they relate to nurse administrative planning for delivery of health services. The consequent breadth of scope will enrich and influence all courses taken during this phase. This phase will provide important indicators, to supervising faculty, of mastery of the research problem and support needed by students in correlating various program components of selected knowledge and theory toward completion of the research on the thesis and/or implementation of the field project.

Phase IV will engage the student in the concentrated study and synthesis of various program aspects and theory constructs in nursing practice, and in research and nursing administrative role and function. The conceptualization of relevant research findings, theories, and approaches appropriate for nursing administration will provide program closure.

Figure 2

CURRICULUM DESIGN  
MASTER OF SCIENCE  
EMPHASIS IN NURSING ADMINISTRATION

SEQUENCE OF COURSES

PHASE I - Theoretical Aspects of Nursing Administration		PHASE II - Functional Aspects of Nursing Administration	
	Credit		Credit
Nursing Administration I	2	Nursing Administration II	2
Laboratory	2	Laboratory	2
Research - EdRe 501	4	Clinical Inquiry	4
Concepts of Health Care - Transdisciplinary	2	Laboratory	2
Theoretical Basis for Nursing Practice	4	Concepts of Health Care	2
Laboratory	2	Elective (Select one)	3-5
		Sociology 519	
		Mgt. 500, 520, 528, 535	
		Educ. EDGS 570, EDAD 631	
		Inco 545	
		Philosophy 516, 520	
PHASE III - Multidisciplinary Aspects of Nursing Administration		PHASE IV - Integrative Aspects of Nursing Administration	
	Credit		Credit
Nursing Administration III	2	Nursing Administration IV	2
Laboratory	2	Laboratory	2
Clinical Inquiry	4	Thesis or field project	8
Laboratory	2	Elective (select one)	3-5
Concepts of Health Care - Transdisciplinary	2	Mgt. 540, 545, 550	
Elective (select one)	3-5	Bus. Adm. 560	
Business Law 500		Pol. Sc. 614	
Pol. Sc. 508, 511, 512, 513, 524		Eng. 540	
Sociology 530, 531, 533			
Philosophy 540			
		Total 64 Credits	

Laboratory sections will be arranged with a limit of 4-6 students.

Course limit will be 25 students.

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The laboratory experiences of nursing administration phases II, III, and IV will be planned to provide participation in the actual practice of nursing administration in a health-care agency. From the functions of this agency, the student will select a clinical area of adult health concern for research leading to a thesis or field project and for the development of skill in clinical nursing. Various aspects of adult health concern, the nursing theory base and nursing research will be closely correlated with the phenomena of nurse administrative role and function throughout the program to facilitate synthesis of important learnings.

Laboratory settings will be selected primarily from the Southeast Ohio region and include a variety of health-care agencies. Carefully chosen agency personnel will act as mentors under the guidance of graduate faculty.

The program will enjoy the support of already established courses from the liberal learnings. Sixteen hours of courses, both required and elective, have been selected from management, education, the humanities, and the social sciences. These cognate courses will complement and supplement the nursing offerings and will provide a rich-dimension to the Master's program. These offerings also enhance the interdisciplinary approach to the curriculum as well as provide the student with teachers with multiple perspectives and talents.

#### Students

During the initial years, the program will meet the individual needs and abilities of students through:

1. Four consecutive quarters involving a group of selected students who will move as a cohort through the learning program.
2. Yearly rotation of program sites within the jurisdiction of Ohio University.
3. Flexible scheduling of weekend/evening classes and concentrated learning blocks held at various locations convenient to the cohort of students.
4. Building on competencies already achieved through previous course work and experiences.
5. Providing various ways in which students may demonstrate competence in mastering the four program phase requirements.
6. Personalizing and humanizing instruction through skilled faculty and multiple teaching/learning strategies.
7. Acquiring a foundation for doctoral study and research in nursing.

#### Prerequisites:

1. A baccalaureate degree in nursing.
2. Multiple factors related to admission to the program will be considered. These factors include previous level of success in college preparation, scores on appropriate testing tools such as the Graduate Record examination and a Graduate Management admission test, work experiences, and recommendations.
3. Statistics and related mathematical competencies.
4. Applicants must make up prerequisite course deficiencies prior to admission.
5. Current licensure to practice nursing in Ohio.

Students for the program will come from many different universities in and out of the region with variations in undergraduate preparation. They will display a high level of ability and motivation. All other factors being equal, those with prior work experience would be given priority of admission. It is anticipated that 25 students will be admitted to the first class in January of 1980. Multiple criteria will be developed for selection, promotion, and graduation of students.

The requests from potential students and administrative leaders for the program are overwhelming. These requests have mounted to over 200 letters and almost total support from every hospital in the state of Ohio. (These details have been developed in a needs document.)

#### Faculty

Graduate nursing faculty (master's and doctoral prepared) for the proposed program will have had a substantial amount of managerial and executive experience in teaching and health-care planning. In addition to being committed to quality teaching, they will be involved in research, writing, and community service. The director of the program will carefully define the nature and quality of the faculty to assure implementation of a sound educational program. Expertise will be utilized from the existing baccalaureate nursing graduate prepared faculty. Five key persons will be needed to begin the program: one of these will need expertise in nursing administration; a second person will need to be skilled in nursing research; a third person who will need to be skilled in nursing of adults; a fourth person who will be well grounded in clinical practice; and a fifth person who will be capable in implementing the laboratory component of the program. Transdisciplinary and interdisciplinary thinking and expertise will be incorporated to complement the key nursing faculty to provide students with the best possible educational experiences and most comprehensive use of Ohio University faculty talent.

The program director will work closely with such groups as the National League for Nursing, the Ohio Commission on Nursing, Comprehensive Health Planning, the College of Education, and other University resources, advisory groups, and curriculum/instruction consultants for nursing administration to assure implementation and continuation of a quality program.

#### Financial Requirements

The proposed program seeks funding of \$84,000 from the University and \$40,000 from a private benefactor to implement the program during the year 1980-81. The budget plan for the initial year includes resources to meet additional library and staff needs.

#### Implementation Date

The implementation date for the proposed master's program in nursing with area of focus on nursing administration will be January, 1980.

### III

#### Statement of Need

A carefully conducted feasibility study on the need for a program concentration in nursing administration carried out by DeNoble and Wyatt in 1978-79 collected information on job markets, student interest, standards and trends, sources of support, availability of similar programs, and recommendations on graduate education from nursing studies, journal articles, and national reports.<sup>1</sup> The finding of this feasibility study clearly documents the pressing need for prepared people in nursing administration. The study fully recommends that Ohio University offer the first graduate program in the state and region with a major concentration in nursing administration and use its experience in executive development to build the competencies important to nursing leadership and management.

The investment by the University for such a response is minimal: the returns, promising. In our own state over 1770 nurses are needed to fill funded positions in nursing service and administration now on the books but which are going vacant for want of prepared master's nurses.

Some of the important findings of this feasibility study are given in tables and charts on pages i-v of Appendix A. Letters and petitions from key persons in the region have been added on pages vi-xxi, to report the broader professional perspectives concerning this proposed program. Enrollment data from the current graduate nursing programs are reported in the tables given in this section.

The existing graduate nursing programs in Ohio have a history of over-application--often three times more qualified people applying than can be accommodated. Though all of the six programs in the State have grown, fewer than 100 nurses have been graduated per year. None of these programs offers the concentration in administration. The University of Chicago is the nearest academic center providing such a concentration. Consultants from the Chicago program support our intention: they are also over-petitioned and must refuse many applicants. They encourage the addition of the Ohio University School of Nursing to relieve the shortage of programs for this study area and professional need.

There are currently no programs at Ohio University which satisfy the profession of nursing's criteria for preparation at the graduate level. However, the framework for the Executive Business Administration program in the College of Business comes closest to duplicating

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<sup>1</sup>These efforts were made possible through the Capitation funds: Grant No. 2 E04 NU 01928-03.

the thrust and intent of the proposed nursing program. Standards for educational programs in nursing are promulgated by the National League for Nursing, while standards for employment are issued by the American Nurses Association: both of these professional bodies recommend that work at the master's level in nursing be the minimal level of preparation for instructors, director of nursing service and education departments, in-service education directors, clinical specialists, and consultants.

This proposed program enjoys wide support. (The final pages of Appendix A substantiate this encouragement through letters and reaction papers submitted to the School of Nursing). A general discussion of the program, its resources, its students, its curriculum was distributed to 55 people in and out of the University Community. This group of scholars, practitioners, health planners and employers, have fully supported the intent of the program. The names of these people have been compiled in a roster at the end of this section. Constructive comments from these people and the faculty in the School of Nursing have been incorporated into the format of the program. The Provost and Vice Provost for Planning have studied the materials carefully, and have conferred with the program authors: these conferences have reviewed Need, Resources, Accreditation, Faculty Requirements, Program Rigor and Costs.

The proposed program has benefitted greatly from the help given through its advisory council. These scholars, students, professionals, and key health administrators have influenced the design and thrust of the program. The members of the Master's program advisory council are:

Shirley Carlson  
Student Representative  
Curriculum Committee  
School of Nursing

Elisabeth Herms  
Assistant Professor  
School of Nursing  
Ohio University

Mary DeNoble  
Director of Nursing  
Barnesville Hospital  
Barnesville, Ohio

Thomas Johnson  
Associate Professor of  
Management  
Ohio University

Fred Dressel, Dean  
College of Education  
Ohio University

Donald Knox  
Professor of ABSEL  
Ohio University

Brigitte Feaster  
Graduate Student  
Ohio University

Ruby Martin  
Exec. Asst., Hospital Admn.  
Ohio State University Hosp.  
Columbus, Ohio

Robert Goyer  
Acting Dean  
Graduate College  
Ohio University  
(Ex-officio member)

Betty Neuman  
Curriculum Consultant  
School of Nursing  
Ohio University

Dietrich Schaupp  
Prof. of Business &  
Economics  
West Virginia University

Eleanor Strang  
Director of Nursing  
Holzer Medical Center  
Gallipolis, Ohio

Richard Sims  
Administrator  
Doctors Hospital  
Columbus, Ohio

Caroline M. Upp  
Doctoral Student, SABSEL  
Ohio University

Anna Smith  
Graduate Student  
Ohio University

Margaret Wyatt  
Director  
School of Nursing  
Ohio University

Barbara Stevens  
(outside consultant)  
Teachers' College  
Columbia University  
New York, New York

Members of the University's departments of Management, Philosophy, Sociology, Guidance/Counseling, Political Science, Educational Leadership, and Communications have met with the project director and conferred about the cognate courses included in the curriculum. These professors add their positive support to the proposed program. Their perspectives are included in letters and reactions to the program and to the individual courses.

The students for this program will come from many different regions. The first classes will be largely selected from nearby communities. (Incidentally, the project director has received informal requests from nearly 50 people who want to start immediately.) The School of Nursing and the University Admissions office receive letters of inquiry on a regular basis: these come from all parts of the United States.

Enrollment will be limited to 25 students per year. This is in keeping with current perspectives on funding and resources. There is no forecast for changing the size nor delivery style at this writing. The faculty in the School of Nursing wish to initiate the program with a group of selected students who will move as a cohort through the four phases of the program. The proposed program should not draw students from other established programs at the University. The proposed program should attract a new group of incremental students to the University who are not currently served by its programs. Also noteworthy, is the possible addition of other people prepared in nursing to attend doctoral programs within the University. Currently, four people in nursing leadership positions are pursuing their doctoral programs in the School of Applied Behavioral Science and Educational Leadership in the College of Education. Others are considering undertaking the program. The inference could be made that, with more people prepared at the master's level and with the move toward more professionalism and research in nursing, the number will increase proportionately.



This professional nursing identification with Ohio University has other implications. The curriculum design encourages appreciation and understanding of the health-care needs of people in rural settings. These efforts have been made to attract people to serve our own region as well as other similar settings in the nation. The distribution problem in nursing is serious, with far too few qualified and concerned people to serve the rural regions of the country. The setting of Ohio University, its many resources, its success in executive development, and its sensitivity to regional needs should enhance this programmatic goal. The nearest academic center, in Chicago, has no special emphasis in its program to meet the leadership/management problems faced by nursing administrators in remote and rural areas: our design seeks to provide experiences which address these needs.

#### What Happened to Create This Need for Education In Nursing Administration?

Change is the biggest story in the world today, and nursing, along with everyone else, is trying to cope with it adequately. Recently the trend in graduate education in nursing has been toward the preparation of highly skilled specialists in the clinical practice of nursing. The education of these specialists has focused on the scientific basis of the complex phenomena involved in clinical nursing practice. These specialists have affected the quality of health care by directing the care given by others, by educating others about the science and theory of nursing, and by providing care themselves. These efforts have been laudable. However, the general tendency to equate nursing exclusive with hands-on care has created a professional dilemma. Positions and power glibly shed in the name of clinical nursing have left voids at all levels of nursing administration. In all too many settings, the profession finds itself powerless to participate in making important decisions even when such decisions affect its own destiny. Nursing finds that it has been less than sophisticated in the power struggle, and its reticence to enter competition for resources has acted to the detriment of the patient/client it serves. Nursing itself seems to be in jeopardy. In its zeal to promote health care for people, nursing failed to prepare graduates with the statesmanship to communicate the essence of nursing. It failed to prepare graduates for its own administrative positions. It failed to prepare graduates with the ability and will to lead and with the vision to plan for the future. The profession wants to correct these failures. Current journals advocate change. Convention themes ring of nursing's need for new leadership. Keynoters for the May National League for Nursing meeting (Barbara Stevens and Alan Toffler) address the issues facing nursing and nursing administration. Corrective action is the name of the game.

#### Providing Nursing Statesmanship

With so much taken away or given away from what was once nursing, even Florence Nightingale (who was after all a practitioner with sleeves rolled up) might have difficulty defining what nursing

represents today. If, as the slogan puts it, we've "come a long way, Baby!" then the uncertainty that borders upon confusion for some numbers of physicians, other managers, consumers, and other health-care professionals as to what nursing is, deserves and needs our clear articulation of an answer.

Since the nursing administrator both manages those who report to her/him and represents their interests to the rest of the organization, that articulation becomes an essential part of his/her role. Nursing has come a long way, it is true. Whether we have brought our colleagues in health-care along with us all the way is a question. What seems critically important now is how nursing substantiates and defends its goals and activities in the health organization arena. In these pressing times when nursing is one of many interrelated groups competing for a share of the increasingly limited health dollar, clarity as to what we are all about becomes vitally important. The profession recognizes its critical need to act responsively in gaining control of its own destiny, differentiating its unique services to mankind and acquiring the resources and structure to support the practice of nursing. The profession recognizes the importance of the nurse administrator with leadership/management competencies and with the statesmanship to translate nursing and its goals to non-nurses, especially consumers, other managers, and other health professionals including physicians. So strident is the cry of crisis that one is reminded of the deep-sea diver who, 30 miles from shore, was carefully fitted with his heavy gear and slowly lowered to the ocean's depth only to receive a frantic call through his headset, "Come up quick, the ship is sinking!"

In our optimism we don't think the world of health-care or nursing is sinking. But nursing does have problems, perhaps more than a mild infection of future shock. The nursing feasibility study helps identify some of the issues; what we are proposing is what we at Ohio University can do about providing educational resources to help nursing work through this step in its goal toward professionalism.

### Supply and Demand

In 1979, there are 24 master's prepared nurses serving in the Southeast Ohio area health-care system. Of these, none has had major concentration of nursing administration in her/his educational programs. Education for nursing administration is the exception rather than the rule. Less than 20 percent of nursing administrators have master's degrees of any kind: twenty-two percent have baccalaureate degrees. In most health-care institutions the nursing administrator is responsible for 50-80 percent of both budget and manpower allocations for achieving quality health-care. This requires a high level of managerial expertise. Stevens believes the problems of education for nurse administrators are critical and that nursing administration programs should be rebuilt to prevent loss of professional nursing judgment in management decisions. The Surgeon General's consultant group recommends that master's level should be minimal for preparation for such roles.

The state of Ohio reflects the national trends. The Ohio Commission on Nursing reported crucial issues as to the few master's prepared graduates each year and the extremely small number of nurses being prepared as administrators and public health nurses. The estimated number of positions in 1975 in Ohio requiring master's preparation was 3,872. Of these, 1,772 were positions in nursing administration or supervision in hospitals or community nursing service agencies. From 1971 to 1976 the then-existing three Ohio schools of nursing offering master's degrees for nurses yearly produced 96: 9 percent with administration, 44 percent teaching, and 47 percent clinical practice functional areas. The number of nurses with graduate preparation reflects an enormous need that is not being sufficiently impacted with the number graduated. It is also predicted that 25 percent of graduates from current programs will obtain employment out of Ohio.

The present distribution of nursing programs in Ohio is as follows:

	<u>1971</u>	<u>1973</u>	<u>1979</u>
Graduate	3	3	6
Baccalaureate	20	10	12
Diploma	38	38	31
Associate Degree		24	25
Practical	43	43	42

The Ohio Commission on Nursing in its September 1975 report arrived at sixteen recommendations. To quote from page 1 of the report: "The scarcity of nurses with knowledge and skills acquired through study at the master's and doctoral level stands as a stumbling block to any and all recommendations in this report." The first recommendation, labeled "of highest priority" stated:

That the number of nurses prepared at the graduate level and working as teachers, supervisors, and administrators of nursing service, and clinical specialists increase from 1,100 in 1973 to 3,000 by 1985....The preparation of qualified faculty and others in leadership positions is considered to be the single most important factor in improving and extending nursing services to the citizens of Ohio.

One of the goals of the Ohio Commission on Nursing was to inform the Board of Regents and university administrators of the extreme need for increased numbers of nurses prepared at the graduate level. (Societal needs for health care depend on master's and doctoral prepared nurses for teaching, for supervising, and administering nursing services in a variety of settings and for giving specialized care to groups of patients.)

Another goal of the Commission was to have created within the Board of Regents a responsible office to give advice and counsel on approaches for securing the resources essential for expansion of graduate education opportunities in Ohio.

The report and recommendations made to the Ohio Board of Regents by the Master Plan Review Committee on Nursing indicated a critical shortage of nurses prepared to function as teachers, supervisors of patient care, administrators, and clinical specialist practitioners; and that graduate education is essential for expert nurse practitioners. A recent report indicated that only 2.1 percent of employed nurses in Ohio had master's or doctoral preparation. These figures have not improved in the late 1970's.

Currently, six Ohio institutions of higher education offer master's degrees in nursing. All of these programs are located within large metropolitan areas, 100 or more miles from the Southeast Ohio region. In order for students to become prepared at the master's level in nursing, commuting a distance of 200+ miles per day or relocation would be necessary. For those employed, either alternative would seem unlikely.

The administration and faculty of the Ohio University School of Nursing strongly believe that the following factors indicate a need for the proposed program:

1. Recommendation supported by 95 percent of the students currently enrolled in the Ohio University baccalaureate nursing program to urge offering a master's program in nursing at Ohio University.
2. Requests and inquiries from approximately 200 nurses in and out of the region concerning the possibility of pursuing graduate level nursing education at Ohio University.
3. Indications from directors of nursing service in Southeastern Ohio that they:
  - A. Support the concept of a Master of Science degree program in nursing at Ohio University.
  - B. Have members of their staffs who would be interested in pursuing a Master of Science degree program in nursing.
  - C. Perceive administration as one area which requires preparation at the master's level.
  - D. Would encourage support of staff interested in pursuing such a program by providing release time, flexible scheduling and educational leave.
  - E. Have vacancies requiring Masters preparations.
  - F. Express a desire to enroll themselves.

4. Statistics on the supply of graduate level nurses over the past 12 years report continuous shortages. In 1966, about 600 nurses (2.1 percent of employed nurses) in Ohio had a Master of Science degree in nursing; 2,500 master's prepared nurses were actually needed. In 1979 the need remains acute and data show only 1082 such prepared nurses employed, with a need for 3865 graduate level nurses to work in leadership positions. In Southeastern Ohio there is a limited number of nurses in administrative positions with a Master of Science degree. There are only 24 nurses with graduate level preparation in nursing to serve the 765,000 citizens of this region, the four schools of nursing, the many leadership positions in hospitals and other health care agencies of the vicinity, and the specialized services and consultation needs. Only 2 nurses who serve as Directors of Nursing in the hospitals in Southeastern Ohio hold the Master's degree, (neither with an educational focus in administration). Acute unrest among nurses resulting in strikes and confrontation with management indicates lack of effective leadership.
5. The Master of Science degree is the minimum preparation necessary for instructors, directors of nursing, inservice education directors, clinical specialists and consultants.
6. The six existing master's programs in Ohio are not easily accessible to nurses in Southeastern Ohio.
7. There is a national trend toward large numbers of nurses pursuing a Master of Science degree on a part-time basis while employed.
8. The Ohio Commission on Nursing's report in 1975 indicated:
  - A. In the three existing graduate level programs in Ohio in 1973-74, 85 students were part-time and 171 were full-time.
  - B. While the overall enrollment in the "functional" areas of teaching and clinical specialization had increased from 24 in 1963-64 to only 12 in 1973-74. Thus, a program which focuses on administration would not duplicate existing programmatic concentrations.
  - C. In 1975, there was an estimated need for 3865 master's prepared nurses. Data for that time period showed only 1082 nurses with graduate level preparation employed. These data indicate that there was a deficit at that point in time of 2783 graduate level prepared nurses. Projections by the Commission Report indicated that the three universities preparing such practitioners attempt to at least double enrollment and numbers being graduated to offset the discrepancy outlined above.

- D. The recommendation of highest priority was that the number of nurses prepared at the master's level increase from 1100 in 1973 to 3000 by 1985.
  - E. Nationally, the data report increases in nurses with master's preparation; however, in this region the numbers of nurses with master's preparation remains small and static, with most of these nurses clustering in the 35-year and over age groups. Since the cadre of graduate level nurses is so small (only 24) in the Southeastern Ohio region, few if any nurses are being groomed from within the system for replacement needs and for new needs.
  - F. Certain public education and professional education will be necessary to increase the awareness of the role and function of graduate level prepared nurses. Also, some of the advantages of rural practice need to be expressed to people to encourage an in-migration of students to attend our program.
9. The proposed graduate level program will provide a major in nursing administration. This type of program will be the "first" of its kind in the state of Ohio and will not duplicate efforts of existing schools.
  10. The proposed new program in graduate level education with a focus on nursing administration has been reviewed by the Region VI Health Planning Agency and with the Ohio Valley Health Services Foundation. These principal planning agencies support the intent of the feasibility study. The program proposed has been discussed with the Vice Chancellor for Health Education at the Ohio Board of Regents and enjoys the support of that office. The Advisory Council in the School of Nursing and the faculty in the School of Nursing fully support this programmatic thrust. The proposed program design has been reviewed and studied by the Director of Baccalaureate and Higher Degree Programs, National League for Nursing; reactions from Dr. Liston include that the program follows the stated guidelines promulgated by NLN for graduate education and appear carefully designed.
  11. Current perspectives by nurse administrators in the region report:

Camden-Clark Memorial Hospital, Parkersburg, W. Va., Frances Gracey, Associate Administrator for Clinical Services

A master's in nursing administration program would be a tremendous asset to the emerging nursing administration patterns ...within various nursing systems.

Buckeye Hills Career Center, Rio Grande, Scott Coddington,  
Adult Education Coordinator

After communicating with various universities and health related leaders throughout the state, I found a great shortage of qualified nursing administrators. As the health field expands in Southeast Ohio the need for nursing administration will increase.

Bellaire City Hospital, Mrs. Betty Schmidt, DNS

Her response was mildly negative. She thought at this time the need for nurses to complete a BSN program was greater than to start a master's level program. She did not think that nurses employed in her program would participate but said she would be supportive and willing to arrange schedules for nurses who wanted to enter the program. Expressed fear that nurses with non-nursing BS would be excluded from the program.

Mercy Hospital, Portsmouth, Mrs. Schola, DNS

Seemed very pleased with prospect of program. Thought she might enter the program herself, and felt that nurses who are on her staff and now enrolled in the BSN program would avail themselves of such a program. Expressed willingness to accommodate nurses in regard to scheduling.

Holzer Medical Center, Gallipolis, Mrs. Eleanor Strang, DNS

Felt that nurses on staff would avail themselves of the program. Hospital would be supportive of nurses who enter the school. Would be willing to make facility available for training purposes. Know of three positions in her service "waiting" for qualified master's prepared person.

Athens Mental Health Center, Geneva Riley, DNS

Thought the program was an excellent idea. Would like to enter the program herself. Thinks she has nurses on the staff who would enroll in the program.

Holzer Hospital School of Nursing, Janet Byers, Director

Knows that several of her faculty members do not have master's degree. Will take survey to see how many are interested. Thinks it's an excellent idea and needed.

Mount St. Mary's, Mr. Phillip Hall, DNS

Response was very positive. Said he and his wife would probably enter the program. Sees a great need in this area for a MSN program. Was not sure how many nurses on his staff would participate since he is new on the job, but he offered to accommodate schedules for time off for nurses who would enter the program.

Marietta Memorial Hospital, Marietta, Mrs. Baker, DNS

I wanted to be considered for a place in the first class.  
"Great idea!" Knows others will be interested, too.

Lancaster-Fairfield General Hospital, Mr. Reed, Administrator

Recommends the program. Listed four key personnel interested from his nursing service.



2. APPOINTMENTS TO REGIONAL COORDINATING  
COUNCILS

Mr. Rohr moved approval of appointment and reappointment resolutions 506, 507 508 and 509. Dr. Holzer seconded the motion. Approval was unanimous.

a. APPOINTMENT TO CHILLICOTHE COORDINATING  
COUNCIL

RESOLUTION 1980--506

BE IT RESOLVED by the Board of Trustees of Ohio University that the following person recommended for appointment by the President to membership on the Coordinating Council for the Regional Campus of Ohio University-Chillicothe is approved for appointment to the Council.

JOHN G. BLAIR                      9 year term

b. APPOINTMENTS TO LANCASTER COORDINATING  
COUNCIL

RESOLUTION 1980--507

BE IT RESOLVED by the Board of Trustees of Ohio University that the following persons recommended for appointment by the President to membership on the Coordinating Council for the Regional Campus of Ohio University-Lancaster are approved for appointment.

JAMES W. MILLER                      8 year term

JERRY W. NEFF                        9 year term

c. APPOINTMENTS TO ZANESVILLE COORDINATING  
COUNCIL

RESOLUTION 1980--508

BE IT RESOLVED by the Board of Trustees of Ohio University that the following persons recommended for appointment by the President to membership on the Coordinating Council for the Regional Campus of Ohio University-Zanesville are approved for appointment.

G. RONALD DICE 9 year term

DURBIN J. DUNZWEILER 9 year term

d. REAPPOINTMENT TO ZANESVILLE COORDINATING  
COUNCIL

RESOLUTION 1980--509

BE IT RESOLVED by the Board of Trustees of Ohio University that the following person recommended for reappointment by the President to membership on the Coordinating Council for the Regional Campus of Ohio University-Zanesville is approved for reappointment.

MARY VASHTI JONES FUNK 9 year term

Biographical information on those appointed follows.

JOHN BLAIR

Born: August 27, 1933, Athens, Ohio  
Parents: Byron Blair and Mary Frances Lord

Education: Chillicothe Public Schools  
Undergraduate work at Ohio State University and Ohio  
University, Athens, 1951-1954  
Ohio State University College of Law, 1956-1959

US Army, 1954-1956

Practicing Attorney, 1959-present

Married to Jean Matson

Three Children: M. Elizabeth, Linda and John

Professional Organizations:  
Member, Ross County Barr Association  
Member, Ohio State Barr Association  
Member, American Barr Association

Past member and Chairman of Salvation Army Board, Chillicothe, Ohio.

JAMES W. MILLER

Born Lancaster, Ohio, November 30, 1928.

Education - Graduate of Lancaster High School  
Indiana University -- 1946 - 1948  
The Ohio State University, B.S. in Business Administration - 1950  
The Ohio State University College of Law - J.D. 1955.

Military Service - First Lieutenant in U. S. Army Medical Service Corps.  
Served in Japan 1951-1953.

Professional Activities -- Practiced law in Lancaster since 1955 as the  
third generation in the law firm of  
Deffenbaugh & Miller.  
President of Fairfield County Bar Association - 1967  
Member of Ohio State Bar Association.  
Represented six counties as member of the  
State Bar Executive Committee -- 1971-1974.  
Represented same six counties as Member of the  
Council of Delegates -- 1974 - 1980.  
Member of American Bar Association.

Current Civic Activities -- Secretary of Lancaster City Park Commission  
(18 years)  
Secretary of Community Improvement  
Corporation (10 years)  
Immediate Past President and Board Member  
of Lancaster Area Chamber of Commerce.

Past Civic Activities -- Past President of Lancaster Area Chamber of  
Commerce 1978 and 1979  
Past President, Board of Trustees of Lancaster  
and Fairfield County United Way - 1971  
Past President Lancaster Country Club - 1963  
Past President Lancaster Rotary Club -- 1963-1964  
Past District Governor Rotary International  
1967-1968  
Taught courses in Money and Banking at Ohio  
University - Lancaster Campus from 1962 through  
1965.

Family

Married Sarah L. Taff in Alameda, California in 1953.

Four children, two of whom are now enrolled at Ohio University.

JERRY W. NEFF

BIOGRAPHICAL STATEMENT

Jerry W. Neff has served as Director of The Wagnalls Memorial located in Lithopolis, Ohio since, July 1, 1974. Prior to coming to The Wagnalls Memorial, he served as Technician, Instructor and Assistant Professor in the Department of Geology at Ohio University from July, 1965 to July, 1972. He holds both a bachelor's and master's degree from Ohio University. From July, 1972 to October, 1973 he served as Acting Assistant Director of the Lancaster Campus of Ohio University. While in that capacity, he co-ordinated admission and registration functions for the campus. In October, 1973, he was appointed to the position of Assistant to the Vice President for Regional Higher Education at Ohio University. His responsibilities included assisting and advising the Vice President in the co-ordination and planning of all programs and services provided through the Vice President's office. These programs included the regional campuses, telecommunications center, extension division and extended learning program.

In July, 1974, Neff was appointed to the position of Director of The Wagnalls Memorial. In this position, he works closely with the Board of Trustees in developing and implementing the goals and priorities of the Memorial. He is directly responsible for the co-ordination of the Foundation's 35,000 volume library; development and co-ordination of all community programs; and administration of the Mabel Wagnalls Jones Scholarship Fund. Currently through the scholarship fund, he is responsible for administering sixty \$1,000 scholarships to students attending both the Lancaster Campus and the Athens Campus of Ohio University.

Neff is active in both state and local foundation organizations and is locally active on the Boards of the American Red Cross, Drug Abuse Board, Historical Association of Fairfield County. He is currently serving as President

of the Tri-County Kiwanis Club in Lithopolis.

Neff and his wife, Susan, reside with their two daughters, Michelle, age 9, and Aimee, age 5, at 2121 Scenic Drive N.E., in Lancaster. Susan is employed in the Lancaster City Schools. The family attends the Lancaster Church of the United Brethren in Christ.

JERRY W. NEFF

Biographical Information

Education

Ohio University - Higher Education Administration - 16 hours 1969-1972  
Ohio University - Geology - M.S. August 1965  
Ohio University - Geology - B.S. June 1963  
Walnut Township High School - College Prep - Diploma - May 1958

Major Work Experience

\*July 1974 to Present - The Wagnalls Memorial, Director, Lithopolis, Ohio

Major Responsibilities:

Chief Administrator of The Wagnalls Memorial, a non-profit organization. Responsibilities include monitoring of the Foundation's total assets; co-ordinator of the Memorial's 35,000 volume library; development and co-ordinator of all community programs; administration of The Mabel Wagnalls Jones Scholarship Fund.

\*July 1973 to July 1974 - Ohio University, Assistant to the Vice President for Regional Higher Education, Ohio University, Athens Campus

Major Responsibilities:

To assist and advise the Vice President in the co-ordination and planning of programs and services provided through Regional Higher Education. The area includes the following administrative units: Five regional campuses, one academic center, Telecommunications Center, Extension division, Extended Learning Program.

\*July 1972 to July 1973 - Ohio University, Acting Assistant Director, Ohio University - Lancaster Regional Campus

Major Responsibilities:

Co-ordinate admission functions, registration functions, and curriculum development.

\*1968-1972 - Ohio University - Lancaster Campus - Instructor and Assistant Professor, Geology

Major Responsibilities:

Co-ordination and development of all programs related to Geography and Geology at the Lancaster Campus.

\*1967-1968 - Ohio University - Chillicothe - Instructor, Geography -  
Geology

Major Responsibilities:

Development and co-ordination of all areas of Geography and Geology  
programs.

\*1965-1967 - Ohio University - Athens - Technician, Geology and Geography  
Department

Major Responsibilities:

Co-ordinated ordering of all equipment and supplies for total  
geology department.  
Co-ordination and development of total curriculum for introductory  
geology laboratories.

\*1963-1965 - Graduate Student, Department of Geography and Geology, Ohio  
University

\*1958-1963 - Undergraduate Student - Department of Geography and Geology -  
Ohio University

Personal

Age: 39 Health: Excellent Height: 6 ft. 2 in. Weight: 185 lbs.  
Married - Wife: Susan Children: Michelle - 9 yrs., Aimee - 5 yrs.  
Office phone: (614) 837-4765  
Home phone: (614) 653-8776  
Home address: 2127 Scenic Drive, Lancaster, Ohio 43130



G. RONALD DICE  
BIOGRAPHICAL SKETCH  
DECEMBER 1979

Born in Zanesville, Ohio, December 30, 1916. Attended public schools in Zanesville and Washington C. H., Ohio. Graduated from high school in Washington C. H. Obtained a position at the First National Bank of Washington C. H. by playing tennis with the president. Resigned in June 1941 to become an Assistant National Bank Examiner for the Comptroller of the Currency in the Fourth Federal Reserve District. Enlisted in the U. S. Army Air Corps in February 1941. Served in the American Theatre, received an honorable discharge in December 1945. Returned to Zanesville, Ohio, and to the position of Assistant Examiner. Granted a commission of a National Bank Examiner in March 1949. Resigned position February 1954 to become Secretary and Chief Executive Officer of the Zanesville Federal Savings and Loan Association; elected a Director in June 1954; elected Executive Secretary in January 1959; elected President in January 1963. Graduated from the Graduate School of Banking of Rutgers University in 1952. Graduated from the Ohio Savings and Loan Academy in 1961.

ACTIVITIES AND COMMUNITY SERVICES:

PAST:

President and Director of the United Way; Vice President, Treasurer and Director of the Zanesville Area Chamber of Commerce; Vice Chairman and Treasurer of the Muskingum County Chapter of the American Red Cross; President, Trustee and Member of the Executive Committee of the Community Improvement Corporation of Zanesville and Muskingum County, Inc.; Treasurer and Director of the Zanesville Y.M.C.A.; Vice President and member of the

December 1979

Page Two

Board of Trustees of the Central Presbyterian Church; President of District Ten of the Ohio League of Savings Association; State Chairman of the Ohio League of Savings Association; President of the Muskingum Motor Club; President of the Zanesville Country Club; President of the Pioneer and Historical Society of Zanesville and Muskingum County.

PRESENT:

Chairman of the Board of the Community Improvement Corporation of Zanesville and Muskingum County, Inc. and a member of its Executive Committee; Treasurer and a member of the Board of Trustees of the Ohio League of Savings Associations and a member of its Executive and Legislative Committees; member of the Corporate Board of the Muskingum Motor Club; member of the Board of Trustees of the Zanesville Art Center; member of the Advisory Board of MATC; Chairman of the Finance Committee, member of the Executive Committee and Trustee of the Governing Board of Bethesda Hospital; member of the Zanesville Rotary Club; and a Kentucky Colonel for the past 18 years..

FAMILY:

Resides with his wife of 29 years, Gloria, formerly Gloria Cary of Zanesville, at 1063 Terrace Court, Zanesville, Ohio. They are the parents of two sons; Cary, a graduate of Miami University, who is Manager, Franchise Marketing Operations, Wendy's International, Columbus, Ohio; and Ron, a graduate of Ashland College, who is a savings and loan examiner for the State of Ohio, Columbus, Ohio.

December 7, 1979

### BIOGRAPHICAL SKETCH

Durbin J. Dunzweiler is 42 years old and has been directing Dunzweiler Developers and Realtors since 1970. He was graduated from Lash High School of Zanesville, Ohio, in 1954. In 1958 he received a B. S. in Civil Engineering from Case Institute of Technology in Cleveland, Ohio. He passed his State Board Exams in Civil Engineering and Surveying within one year after graduation. He is a Registered Surveyor with the State of Ohio and if time allows him to complete one project for submittal, he can receive his registration in Civil Engineering.

He has been associated with real estate and real estate development since working with his father on their first tract of land in 1947. He returned to Zanesville after graduation from Case to go into business with his father. He has done all menial labor tasks as well as executive duties throughout his business career. Through necessity and innovation, he has been constantly involved in all types of real estate financing, contracts, site selection and development layouts. He is a Real Estate Broker and has a Partnership Brokerage, Dunzweiler Realty Company, with his father and Everett G. Leedom, who are also Brokers.

He has personally and successfully negotiated some large financial ventures with American Electric Power Company through its subsidiaries, Ohio Power Company and Franklin Real Estate Company. He originated a corporation that secured the K-mart sale and another corporation spin-off has 48 Luxury Garden Apartments with room for 36 more units and renting in a range of \$225 to \$490 per month. One other corporation spinoff by land ownership owns a Village Inn Pima Parlor and an Arthur Treacher's Fish and Chips outlet; he negotiated both leases. This corporation also owns two other office buildings in Colony North which are presently leased. He negotiated the sale of approximately 65 acres of land owned by Dunzweiler Developers, Inc. to General Growth Development Corporation of Des Moines for the construction (now in progress) of a regional shopping mall.

He is a past president of the 160 member Zanesville Rotary Club and served on its board of directors. He is a member of the Governing Board of Trustees of the 60 acre Bethesda Hospital Association Medical Complex. He is a past board member of the Zanesville Country Club. He has served in excess of 15 years on the Citizens Advisory Committee, 3 years as vice chairman and 2 years as chairman. He is a member of the executive committee of the Muskingum County Health Planning Organization and is a member of the Muskingum County Improvement Corporation instituted by local citizens to acquire industry. In addition he holds memberships in Urban Land Institute, Ohio Planning Conference, Ohio Information Committee, American Society of Civil Engineers, Ohio State Society of Professional Engineers and Surveyors.

Durbin has been married for 21 years to Melanie and they have one son, Derrin, 19 years old, a sophomore at High Point College in High Point, N. Car. and a daughter, Darcie, 17 years old, a senior in high school, and they reside at 1001 Eastward Circle. They are members of Trinity Evangelical Lutheran Church.

3 1974

## LAW OFFICES

## JONES, FUNK AND PAYNE

## HIGHER EDUCATION

ABBE L. JONES (1861-1937)  
LAWRENCE H. GOLDCAMP (1899-1961)

MARY VASHTI JONES FUNK  
CARL F. FUNK  
THOMAS PAYNE

45 NORTH FOURTH STREET  
ZANESVILLE, OHIO

TELEPHONE 452-5403  
AREA CODE-614

FUNK, Mary Vashti Jones (Mrs. Carl F. Funk)

Lawyer, in partnership with Carl F. Funk and Thomas Payne under the name of Jones, Funk and Payne, 45 North Fourth Street, Zanesville, Ohio

Born-August 19, 1896, at Duncan Falls, Ohio, to Abbe Lenhart and Ada May (Gonder) Jones.

Elementary education in one-room country schools;

Entered Lash High School in Zanesville, 1908, was graduated in 1912;

Attended Meredith Business College next year;

Was graduated from Denison University in 1917 with B. Ph. in Economics;

Taught High School for 3 years, Dresden and Wellington, Ohio;

Attended Ohio State University, College of Law, 1921-23, admitted to Bar in 1923 and entered partnership with father, Abbe L. Jones, under the name of Jones and Jones.

Became manager of the Federal Land Bank Association of Zanesville in 1927 and still is;

Admitted to practice before the Supreme Court of United States in 1936 also the District Courts and the Tax Courts. Member Ohio State and Muskingum County Bar Association.

Private practice of law, general, but chiefly estate planning, probate, tax and real estate; trial practice chiefly involved in wills and condemnation of lands.

Directorships: Young Women's Christian Association at time of building; Avondale Children's Home; Salvation Army, 25 years; Zanesville City Board of Education 12 years; charter member of Republican Club, Secretary Republican Club and Central Committee, 1928-36; Bethesda Hospital Board; President - Ohio Federation National Farm Loan Association Officers, 1936-1941; President - Ohio Federation Business and Professional Women's Clubs, 1934; member Zanesville Business and Professional Womens Club and its president; Farm Bureau; Kappa Alpha Theta social fraternity; Delta Kappa Gamma educational and Phi Alpha Delta, Legal; Delta Omicron, music.

Politics: Republican

Church: Presbyterian

First woman to enter practice of law in Muskingum County; served on the first grand jury to permit women to sit.

(Most of the above can be found in "Who's Who in the Midwest")

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3. INSTITUTE OF HEALTH AND BEHAVIORAL SCIENCES

Mr. Taylor moved approval of the resolution. He invited Dr. Gary Schumacher, Chairman of the Psychology Department, to comment.

Dr. Schumacher stressed the value of the Institute in enhancing current and planned research. He stated that a training program is envisioned.

Mr. Bush seconded the motion. Approval was unanimous.

RESOLUTION 1980--510

WHEREAS, Ohio University has a continuing interest in instruction, research and service in the area of health, and

WHEREAS, the Department of Psychology has an established record in the study of the role of psychological and physiological health of the individual, and

WHEREAS, there exists a cadre of faculty across the University with interests and skills in this area,

THEREFORE, BE IT RESOLVED that the Board of Trustees authorizes the President to establish the Institute of Health and Behavioral Sciences within the Department of Psychology.

BE IT FURTHER RESOLVED that the Institute of Health and Behavioral Sciences will encourage interdisciplinary efforts in fulfilling its instruction, research and services missions.

BE IT FURTHER RESOLVED that the President will appoint a committee during the 1982-1983 year to review the Institute of Health and Behavioral Sciences. The Committee will recommend continuance or discontinuance of the Institute. If continuance of the Institute is approved at that time, the Institute will be reviewed on a five year cycle.

## INSTITUTE OF HEALTH AND BEHAVIORAL SCIENCES

Ohio University has a unique opportunity for the development of an innovative, comprehensive health research and training center. The purpose of this document is to propose the establishment of such a center which is to focus on the role of psychosocial and physiological factors on the health of the individual with an area of emphasis on rural health issues. The official title of the proposed center is to be the Institute of Health and Behavioral Sciences. The Institute would serve two principal functions. First, it would provide a focus for research and research training on such topics as psychological factors affecting asthma, neurological foundations of health disorders, effects of brain dysfunction on somatic and psychological development, decision procedures used by health professionals, stress and pain management procedures, psychological factors influencing treatment of chronic hemodialysis, and health intervention strategies. There already exist active research programs at Ohio University in these areas. Such research could be markedly strengthened and expanded by interdisciplinary cooperation and the support and visibility offered by such an Institute. As a consequence, the Institute would serve as a focal point for initiating new related research in areas such as psychosomatic illnesses, the effects of drugs on brain and behavioral development and the impact of social variables such as housing and working conditions on health.

Second, the Institute would provide a center for training programs in such areas as diagnostic procedures, therapeutic paradigms, psychopathology, biofeedback, behavioral control, psychoneurological disorders and their etiology, decision procedures and evaluation of health delivery systems. Such programs could be offered on either a continuing education or on campus training basis for a broad range of medical and mental health students and professionals. For example, two such offerings might be a weekend workshop for practicing physicians on biofeedback control procedures for use in stress management or an intersession seminar for psychologists on psychoneurological disorders. Such training programs could be supported by student fees or instructional grants.

The Institute of Health and Behavioral Sciences should serve as a highly visible entity for grant writing purposes related to the research and training missions indicated above. As a consequence a prime measure of the Institute's performance should be its success in attracting research and training grants in these various areas.

### Current Personnel, Facilities and Equipment

The basic core of personnel for the Institute of Health and Behavioral Sciences already exists. Within the Psychology Department, the College of Osteopathic Medicine

and the College of Health and Human Services there exists a core of 10-15 faculty members with active research programs in the areas noted above. Some of these faculty members already hold joint appointments in Psychology and Medicine. In order to provide a core of personnel for the Institute it is recommended that individuals be given formal appointments in the Institute although their primary (tenure) appointments would remain in their home departments.

The Psychology Department would provide the initial support staff for the Institute while a variety of possible funding sources are explored. Initially, equipment and space needs for the Institute would be minimal. As the Institute develops, however, space and equipment would need to be obtained through grant writing activities and other sources.

The Institute would initially be located in the Psychology Department and be headed by the Director of Clinical Training of the Psychology Department. The success of the Institute will depend heavily on interdisciplinary interaction between the Psychology Department and other psychologically and health related units such as the College of Osteopathic Medicine and the College of Health and Human Services. Hence, the active participation of any unit or individual seriously interested in the progress of the Institute is welcomed. In order to further interdisciplinary cooperation it is recommended that a broad based advisory committee, reflecting these diverse constituencies, be appointed for the Institute. As the Institute becomes fully functioning, organizational modifications may become necessary. The director working in conjunction with the advisory committee would be responsible for establishing the criteria for appointment in the Institute and for directing initial Institute programs and grant writing activities.

#### Summary and Implications

An Institute of Health and Behavioral Sciences as outlined above could have a significant beneficial impact on increasing the quality and quantity of medical and mental health related research at Ohio University. Since the University has a unique geographical location and legislative mandate, the research program outlined above could result in a program unlike any existing at other universities.

The training aspect of the Institute could result in a unique breadth of training for medical and mental health professionals. In addition, the experience obtained by medical and psychological professionals in interacting directly with one another could aid both sets of professionals in delivering effective health care.

Finally, the establishment of such an Institute would provide an effective agency for obtaining research grants related to the areas described in this document and training and evaluation grants of numerous types related to the training mission outlined above.

#### 4. CENTER FOR COMMUNICATION MANAGEMENT

Mr. Rohr moved approval of the resolution. He invited Dean John Wilhelm of the College of Communication to comment.

Dean Wilhelm stated that the Institute could eventually become a full-fledged school. He said it would be the first program of its type in the midwest and that those attracted to it would be incremental students.

Mr. Bush seconded the motion. Approval was unanimous.

#### RESOLUTION 1980--511

WHEREAS, Ohio University has an established reputation in the fields of management and communications, and

WHEREAS, there exists a growing interest in a need for professionals to serve as communication managers, and

WHEREAS, the College of Communication has proposed the establishment of a Center for Communication Management to offer the degree of Bachelor of Science in the area of communication management, and

WHEREAS, this proposal has been reviewed and approved by appropriate curricular councils, and

WHEREAS, the administration of the University supports this recommendation,

THEREFORE, BE IT RESOLVED that the Board of Trustees approves the establishment of the Center for Communication Management to offer the degree of Bachelor of Science in the area of communication management.

FURTHER, BE IT RESOLVED that the President is authorized to implement this program and to commission a comprehensive review of the Center for Communication Management during the 1982-1983 year.

Chairman Spencer expressed the belief that the new programs that had been approved would keep the University in the forefront programmatically and enrollment wise.



OHIO UNIVERSITY  
INTER-OFFICE COMMUNICATION

DATE January 21, 1980

TO Dr. Charles Ping, President

FROM Neil Bucklew, Provost *NSB*

SUBJECT Center for Communication Management

I am pleased to recommend the establishment of the Center for Communication Management in the College of Communications. This Center would offer the degree of Bachelor of Science of Communication Management. This proposal has been reviewed and approved by the College curriculum committee, Dean Wilhelm and the University Curriculum Council.

I have attached a copy of the proposal for the Center and proposed resolution for consideration of this matter by the Board of Trustees.

NSB:jm

Enclosure

FINAL PROPOSAL

CENTER FOR COMMUNICATION MANAGEMENT

OHIO UNIVERSITY

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NOTE: Appendixes are as attached to previous proposal,  
with the exception of Appendix B (attached).

## I. INTRODUCTION

As an identifiable discipline, "communication management" is as yet too young to possess an agreed-upon terminology, set of job descriptions, and degree titles. Nevertheless, as it identifies the increasing concern for efficient point-to-point movement of information (data), it is a rapidly growing field of study and employment. (See Section II.)

Following two years (1975-77) of preliminary studies of the field by faculty members of the College of Communication, a task force was appointed by Dean John Wilhelm in 1977. The Task Force for New Areas of Communication was composed of representatives of four schools within the College plus the Institute for Visual Communication, and its exploration of the area for a new academic unit within the College occupied the group for two years. Innumerable meetings were held, experts in the field were brought to campus, and three representatives of the College were sent to national professional meetings in the area primarily concerned.

This Task Force issued its report in January, 1979, recommending a new academic unit for the College. (See Appendix A.) The Task Force report was extensively discussed within the College during the winter and spring quarters, 1979. In addition, consultation was sought from the deans and faculty of the College of Engineering and College of Business Administration, and from other interested units, including the Computer Science Department. (See Appendix B.) A preliminary review of funding possibilities was undertaken for the University Planning Advisory Council for that year.

These discussions and consultations have altered the details, but not the thrust, of the Task Force report. This present proposal reflects these deliberations, as well as suggestions made to the Project Director during the summer and early fall of 1979. Because of the interdisciplinary nature of this proposal, it was initiated at the College level and initial approval was received from the College Curriculum Committee. However, pertinent academic units have been consulted throughout the four-year process of preparing this proposal. In addition, several consultants have lent their technical advice and support. (See Appendix C.)

## II. NEED FOR PROGRAM

### A. National

A Center for Communication Management within the College of Communication reflects simultaneously major technologic advances of the decade just ending and major professional opportunities in the decades to come. The Dean's 1977-79 Task Force reported:

"...Many companies operate their own nationwide telephone systems, utilizing private switching equipment, leased lines, microwave relays and communication satellites. Some of these industrial communication systems are world-wide.

It is apparent that there is a large field of communication, employing hundreds of thousands of communication personnel, which has been left untouched by the existing units of the College of Communication."

Communication Management concerns itself with the efficient movement of information (data) by such means of electronic communication. In 1962, it was estimated that 29 percent of the U.S. economy devoted itself to production, distribution, and reproduction of information. Recent estimates indicate that this "information sector" accounts for better than 50 percent of U.S. economic expenditures. The Bureau of Labor Statistics estimated in 1978 that more than half of the jobs available to college graduates of the 1980's would be in communications.

While the tasks encompassed by the scope of the proposed Center are but one segment of "communications", evidence indicates that professional training would be appropriate for a significant portion of current and future job markets.

For example:

\*The National Association of Telephone Administrators (NATA) has identified communications managers in more than 1,000 U.S. corporations.

\*The International Communications Association, each of whose members spend in excess of \$1 million annually on telephone toll charges, has over 450 member companies. The Bell System derives in excess of \$4 billion per year in service and equipment income from ICA-member companies.

\*The federal government, smaller industries, and most recently firms previously concentrating on mass data transmission, are hiring increasing numbers of communication managers to work with point-to-point data transmission.

The graduate of the proposed Center might be working with communication systems that would include intercity phone lines, data terminals, and satellite transmission stations. While neither engineer nor technician, the graduate would be something of an interdisciplinary professional. The job description was perhaps best outlined by Edward Vennum, Office Services Manager for the Vought Corporation and immediate past president of the International Communications Association:

"...(To succeed) first, he must become a capable administrator...I suggest some sort of orientation to the field, of course. You must prepare yourself adequately from a technical standpoint. But, really, the specific technical stuff you learn in school just won't be very meaningful on the job. I feel it is very important that a young woman or man not minimize his or her 'general education'...especially the basics of learning how to study and how to solve problems."

Consultants to this project have emphasized that current communications managers are drawn from either years of narrow experience within companies or from expensive in-house training programs. This proposal accordingly emphasizes both (1) professional and technical orientation, and (2) broad educational goals. The task is to produce professional communications managers versed in communication, business, and engineering disciplines, synthesized with the University's commitment to general education.

#### B. State and Regional

No similar programs exist within the Ohio educational system, public or private.

Two undergraduate programs have been identified at Texas A&M and Southern Methodist Universities. Other institutions considering developing such programs include New York, George Washington, Syracuse, and Pittsburgh Universities. At the graduate level, Master's programs recently have been established at Colorado, Golden Gate, and Vanderbilt Universities. (See Appendix D.)

No individual program within Ohio University either duplicates or significantly overlaps the proposed curriculum. However, existing coursework will be utilized in at least nine academic units. Representatives from the School of Journalism, School of Interpersonal Communication, School of Radio-Television, Institute of Visual Communication, the departments of Computer Science, Engineering, and Industrial Technology, and the College of Business Administration were all part of the planning groups or consulted with them.



While the Center will initially draw most of its students from Ohio and the Mid-Eastern region, it is anticipated that -- just as in the other units of the College of Communication -- a significant proportion of enrollees will be from other parts of the nation and the world.

Curriculum Council guidelines require enrollment projections over a four-year period. The absence of an exact existing model makes this difficult. Further, enrollment initially would be subject to the exigencies of publicity and recruitment. Estimates derived from consultants and enrollments in two similar existing programs point to a conservative projection as follows:

1980-81	10 Freshmen, 10 Transfers	= Total, 20
1981-82	50 Freshmen, 20 Transfers, 20 Continuing	= Total, 90
1982-83	50 Freshmen, 20 Transfers, 90 Continuing	= Total, 160
1983-84	50 Freshmen, 20 Transfers, 160 Continuing	= Total, 230

(Less anticipated attrition of 35 students)

Although any new program is certain to attract some currently-enrolled students, the interdisciplinary nature of the curriculum will make it difficult for students now in other majors to transfer into Communication Management as upper classmen. A large portion of such transfers are likely to come from other institutions as a result of announcing the new program.

Incremental students, not normally expected to enroll in existing University programs, are estimated conservatively at one-half of the initial two years' enrollment (1980-82) and better than two-thirds of the following two years' enrollment (1982-84). In other words, 50 to 150 enrollees may be identified as incremental FTE for the institution.

### III. CURRICULUM

A student participating in the baccalaureate program in Communication Management will be exposed to the technical materials currently available but, in a rapidly changing field, will not be expected to master them. Rather, the emphasis will be on interdisciplinary approaches to data communication. The Task Force recommends the following approach:

A student must understand basic computer science and programming, electricity, economics, business management, marketing, organizational communication, and journalistic applications such as computer typesetting and news service operations. Above all, a broad liberal education, based heavily on communication skills, is vital. A great interest must be shown in human relations, public relations, internal communication, group dynamics, and audiovisual systems and techniques.  
(Emphasis supplied)

This program will draw from current courses in at least nine existing academic units. Five new courses are proposed. Four of the courses will be housed in the Center and will be, initially, taught by its Director. The remaining new course will be part of the Department of Industrial Technology and will be taught by its existing faculty. (See Appendix E.) Additional technical courses may be added as experience warrants.

- The suggested curriculum would be divided into five segments:
- A. General Education, 62 hours (approximately)
  - B. Technical and Business, 44 hours (approximately)
  - C. General Communication, 42-43 hours (approximately)
  - D. Communication Management, 16 hours (approximately)
  - E. Electives, 25-27 hours (approximately)

No conflict is anticipated with the University's General Education Requirements as passed by the Faculty Senate in Spring, 1979.

It should be noted that, with experience, additional courses may be added in Communication Management and appropriate adjustments made in other categories.

Transfer credit will be accepted from other institutions or other programs at Ohio University in categories A and B of the general course outline. Credits in categories C and E will be individually evaluated by the Center Director. Appropriate transfer credits in category D (Communication Management) may be accepted rarely in instances where the student has attended one of the few parallel programs elsewhere.

## A. General Course Outline

### A. General Education

Economics 101, 102	8 quarter hours
English (Composition)	10 quarter hours
History	12 quarter hours
Logic (PHIL 120)	4 quarter hours
Political Science	8 quarter hours
Psychology 101	5 quarter hours
Sociology	10 quarter hours
Technical Writing (ENG 305)	5 quarter hours

— 62 quarter hours

### B. Technical and Business

Accounting 101, 102	8 quarter hours
Computer Science 201, 202	10 quarter hours
Engineering Tech. 360	3 quarter hours
Finance 325	4 quarter hours
* Industrial Tech. 337	3 quarter hours
Management 200, 430, 435	12 quarter hours
Marketing 301	4 quarter hours

— 44 quarter hours

### C. General Communication

Interpersonal Communication 101 or 103, 205, 245, 405, 445	19-20 quarter hours
Journalism 221	5 quarter hours
Radio-Television 200A, 200C, 208,*486	14 quarter hours
Visual Communication 121	4 quarter hours

— 42-43 quarter hours

### D. Communication Management

* Communication Management 100, 300, 400, 401	16 quarter hours
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### E. Electives

As recommended by advisor	27 quarter hours
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— 192 quarter hours

\* New Courses

## B. Brief Course Descriptions

### 1. Existing Required Courses

#### ACCOUNTING

Acctg 101      Managerial Accounting (4)  
Uses of accounting information for making managerial decisions.

Acctg 102      Managerial Accounting (4)  
Continuation of 101.

#### COMPUTER SCIENCE

ComSc 201      Introduction to Computing (5)  
Algorithms, programs, and computers. Basic programming and program structure. Programming and computing systems. Debugging and verification of programs. Data representation. Organization and characteristics of computers. Survey of computers, languages, systems, and applications. Computer solution of several numerical and non-numerical problems using one or more programming languages.

ComSc 202      Computer structure, machine language, instruction execution, addressing techniques, and digital representation of data. Computer systems organization, logic design, microprogramming, and interpreters. Symbolic coding and assembly systems, macro definition and generation, and program segmentation and linkage. Systems and utility programs, programming techniques, and recent developments in computing. Several computer projects to illustrate basic machine structure and programming techniques.

#### ECONOMICS

Econ 101      Principles (4)  
Basic theory of national income analysis. Economic problems and economic institutions of society.

Econ 102      Principles (4)  
Basic theory and economic analysis of prices, markets, production, wages, interest, rent and profits.

## ENGINEERING TECHNOLOGY

EngnTech 360    Communication Technology (3)  
Introduction to theory and application of electronic devices and systems employed in communications. Topics include among others man-to-computer communication, CRT terminals, radio and television receivers and transmitters, communication satellites, information transmission by light waves.

## ENGLISH

Eng 305            Technical Writing (4)  
Focuses on writing of clear and concise proposals, feasibility reports, progress reports, and descriptions of mechanisms and technical processes.

## FINANCE

Fin 325            Managerial Finance (4)  
Role of financial management in business enterprise; financial analysis; planning needs for short-term and long-term funds; planning for profits; capital budgeting; internal management of working capital and income; raising funds to finance growth of business enterprises.

## INTERPERSONAL COMMUNICATION

Inco 101          Fundamentals of Speech (3)  
Analysis of role of oral communication in human relationships with consideration of variety of interpersonal contexts; performance directed toward student development of proficiency in oral communication.

Inco 103          Public Speaking (4)  
Principles of public speaking, practice in presenting informative and persuasive speeches with emphasis on communicative process.

Inco 205          Group Discussion (4)  
Study of structure and internal dynamics of small groups, nature and functions of leadership and group participation, problem solving, and decision making; frequent participation in group discussion activities.

Inco 245          Introduction to Organizational Communication (4)  
Analysis of traditional and contemporary theories of communication in context of modern complex organizations (government, industry, education, etc.).

- Inco 245  
(cont.)      Consideration and explication of such pertinent concepts and variables as message, channel, networks, information, information flow, communication climate, communication audit, etc.
- Inco 405      Principles of Conference Leadership (4)  
Theoretical and methodological approaches to principles of group and conference leadership. Emphasis on leadership methods and skills as they apply to group and conference situations.
- Inco 445      Practicum in Organizational Communication (5)  
Message generation and analysis in simulated organizational environment; simulation of specific communication situations and problems student may encounter in professional career; opportunity to apply skills and theories.

#### JOURNALISM

- Jour 221      Graphics of Communication (5)  
Creative and practical aspects of typography, layout, and design of printed communication.

#### MANAGEMENT

- Mgmt 200      Introduction to Management (4)  
Nature of managerial concept, managerial functions, and organizational structure, with emphasis on current issues.
- Mgmt 430      Management Systems: Decision-Making (4)  
Decision-making and problem-solving in organizations from managerial perspective.
- Mgmt 435      Management Systems: Information Handling (4)  
Focuses upon humans and machines as components of formalized information systems. Subject matter approached from systems and procedures viewpoint, with particular emphasis on management planning and control techniques.

#### MARKETING

- Mark 301      Marketing Principles (4)  
Principles of marketing management with emphasis on practices and problems of marketing manager; analysis of marketing environment; lectures supplemented with cases.

## PHILOSOPHY

Phil 120 Principles of Reasoning (4)  
Use of evidence in establishing reliable conclusions.

## PSYCHOLOGY

Psy 101 General Psychology (5)  
Introduction to psychology dealing primarily with learning, sensory processes, social and clinical psychology.

## RADIO-TELEVISION

R-TV 200A Broadcast Writing and Production Planning (4)  
Introduction to nondramatic script writing in radio and television. Examination of elements of preproduction preparation for broadcast programs.

R-TV 200C Introduction to Television Production (2)  
Basic elements of television program production and direction. Introduction to basic television production skills.

R-TV 208 Technical Bases of Radio-Television (4)  
Principles of electronic reproduction and transmission of aural and visual signals; functions of broadcast equipment.

## VISUAL COMMUNICATION

VisCom 121 Visual Communication Delivery Systems (4)  
Focuses on the methods of delivering visual images from their point of origin to potential readers and viewers. Content includes printing processes; color printing, newspaper and magazine production, wirephoto transmission, educational and multi-media production, broadcast news and advertising production, video tape, network TV land line, microwave and satellite systems, and commercial telecommunication.



B. Brief Course Descriptions (continued)

2. New Required Courses

COMMUNICATION MANAGEMENT

- CommMgt 100 Introduction to Communication Management (4)  
General principles and techniques of point-to-point communication of data in private and public settings. Includes brief history of field and general introduction to systems employed.
- CommMgt 300 Management of Communication Resources (4)  
A case study approach to problem-solving in the field. Following review of general principles, emphasis will be on how actual communication managers have established systems and solved data communication problems. Problem paper required.
- CommMgt 400 Economics of Data Communication (4)  
How movement of data and national and international economics are related. Costs and projections from actual communication systems will be examined in detail.
- CommMgt 401 Data Communication and Public Policy (4)  
Regulatory agencies, such as the Federal Communications Commission, and pertinent court decisions will be studied. Legal and policy trends in a developing field will be traced.

INDUSTRIAL TECHNOLOGY

- Indt 337 Data Communications Electronics (3)  
Introduction to data communication electronics circuit problems. Emphasis on laboratory experiments.

RADIO-TELEVISION

- R-TV 486 Colloquium Broadcasting (4)  
Small systems video. An examination of all aspects of the development and operation of industrial-type video systems. Among the topics included are: budgeting, equipment, production, and the integration of the video effort within the total communication program within organizations.

## C. Course Sequence

Although a number of variables might affect the order in which an individual student might take the required and recommended courses, a typical year-by-year schedule might work as follows:

### First Year

Economics 101, 102	8 hours
English (Comp.)	5 hours
Philosophy 120	4 hours
Psychology 101	5 hours
Sociology	5 hours
Accounting 101, 102	8 hours
Visual Comm. 121	4 hours
Comm. Mgt. 100	4 hours
Electives	5 hours
	<u>48 hours</u>

### Second Year

Political Science	4 hours
History	4 hours
Sociology	5 hours
Computer Science	10 hours
Management 200	4 hours
Interpersonal Comm.	8 hours
Journalism	5 hours
Radio-Television	4 hours
Comm. Mgt.	---
Electives	4 hours
	<u>48 hours</u>

### Third Year

English (Comp.)	5 hours
History	4 hours
Political Science	4 hours
Eng. Tech. 360	3 hours
Ind. Tech. 337	3 hours
Finance 325	4 hours
Marketing 301	4 hours
Interpersonal Comm.	8 hours
Radio-Television	2 hours
Comm. Mgt.	4 hours
Electives	7 hours
	<u>48 hours</u>

### Fourth Year

History	4 hours
Technical Writing	5 hours
Management	8 hours
Interpersonal Comm.	4 hours
Radio-Television 486	4 hours
Radio-Television	4 hours
Comm. Mgt.	8 hours
Electives	11 hours
	<u>48 hours</u>

The general characteristics of this sequencing arrangement include heavy emphasis on general education in the first year, a breadth of communication offerings in the second to fourth years, heaviest technical programming in the third year, and three-fourths of the communication management materials coming in the third and fourth years. It is felt that this arrangement is consistent with

the general philosophy of focusing the student on the discipline only after sufficient groundwork in the humanities, social sciences, and other courses is complete.

#### D. Other Curricular Considerations

##### 1. Similar programs

Texas A & M College of Engineering conducts a four-year program in telecommunications management. Emphasis there is more heavily on technical and mechanical considerations. Little attention is paid to general communication or to general education.

The only other undergraduate program identified, at Southern Methodist University, provides an emphasis on telecommunications within the School of Engineering and Applied Sciences. The program builds from a previously existing graduate program at both the Master's and Doctoral levels. The program has been approved in form but not in substance, at last report, and has not yet enrolled students.

As mentioned before, other programs have been identified only at the graduate level, and as postgraduate educational options.

##### 2. Accrediting Bodies

To date, no recognized accrediting organization exists. However, the International Communications Association has taken an active interest in both standards and funding of educational programs.

#### IV. FACULTY AND INSTRUCTION

In the main, present faculty will be teaching the required courses. As mentioned before, the Center Director will teach the four Communication Management courses as these are phased into the program. (Only one such course is scheduled during the first two years.) Initially, this will be the only fulltime FTE faculty added. Additional teaching will be provided by consultants and visiting faculty.

##### Consultants and Lecturers (to date)

Dr. Beryl Robichaud Collins - Consultant to and former Senior Vice President of McGraw-Hill, Inc.

Mr. Charles O'Donnell - Marketing Manager/Processing, American Telephone & Telegraph

Mr. Phillip Evans - Vice President, Communications, Ashland Oil Corp.; and Chairman, Education Committee, International Communication Association

Mr. Walter Heide - Director of Communications, McGraw-Hill, Inc.; and Secretary-Treasurer, ICA

Dr. Charles Baker - Executive Secretary, ICA; Exxon

Because all but four of the Communication Management courses will be taught in other academic units, majors will provide additional Weighted Student Credit Hours to those schools and departments.

Advising of majors will be carried out by the Center Director and, as available, by consultants and visiting faculty. In addition, each department teaching service courses will appoint at least one representative to the Faculty Advisory Committee, with approval of the Dean of the College.

### Current Faculty Advisory Committee

Professor William Creighton, Industrial Technology  
Dr. Sue DeWine, Interpersonal Communication  
Professor Larry Irwin, Computer Science  
Dr. Drew McDaniel, Radio-Television  
Professor Byron Scott, Journalism  
Professor Charles Scott, Visual Communication  
Dr. John Stinson, College of Business Administration

For purposes of governance, the Faculty Advisory Committee will act as the faculty of the Center. Members of the Committee will serve as liaison between the Center and their departments, review and recommend curricular proposals and budgets, and review and recommend on matters of tenure and promotion until the Center develops an independent faculty of sufficient size. (Note: This is not anticipated for some years.)

New faculty for the program - initially only the Center Director - will be selected in accordance with the provisions and procedures of the Faculty Handbook and University Affirmative Action policies.

### V. ADMISSION REQUIREMENTS

Admission criteria will be in accordance with the direct admissions policies of Ohio University.

While initial admissions will not be limited, the academic status of all majors will be reviewed on an annual basis by the Director. Those falling below a "C" average in required courses will be considered for removal from the program by the Advisory Committee.

If enrollments exceed the conservative projections outlined in this proposal, additional budgetary assistance will be sought from the Dean's Office, University Planning and Advisory Council, private, and industrial donors, in conformance with standard University pro-

cedures. However, this is not anticipated within the initial one to three years of the program.

#### VI. ADMINISTRATION

The Center Director will serve as the chief administrative officer, as well as the chairperson of the Faculty Advisory Committee (See Section IV). By economic necessity, as well as general policy within the College, the Director also will hold academic rank and be eligible for tenure within the College.

A Search Committee consisting of four members of the Faculty Advisory Committee, a representative of the Dean's Office, and two representatives of industry will be appointed to recommend candidates for Center Director to the Dean. Subsequent faculty, as needed, will be selected by similar search methods and recommended to the Dean through the Director.

#### VII. TIMING AND EVALUATION

Although nearly five years of discussion have attracted considerable interest within the communication management industry, no external publicity about the program has been generated. Pending approval, the Center would admit its first students in the 1980-81 academic year, preferably in the Fall Quarter.

The Faculty Advisory Committee will be responsible for on-going evaluation of the program, in cooperation with its past consultants. The Center would also be subject to a regular evaluation by the University Curriculum Council as part of its regular five-year cycle. If earlier UCC evaluation is felt necessary, this would probably be practical at the end of the second year (1982).

# VIII. BUDGET AND FINANCIAL

For the initial two years of the program, fixed costs will include the salary of the Center Director, secretarial assistance, travel, and publicity. This may be outlined as follows:

Director's Salary.....	\$25,000	
Secretary.....	3,500	(Shared with
Expenses, Visiting Lecturers.....	2,000	VisCom)
Recruitment Publicity.....	2,500	
Equipment, Library Resources, Maintenance...	10,000	
	<hr/>	
	\$43,000	

A request for Pool II funds will be made to the University Planning Advisory Council, should curricular approval be forthcoming. The request for approximately \$27,500 will be used for recruitment publicity and initial salary of the Center Director and/or, if appropriate, visiting faculty. Additional funds and technical support will be solicited from private industry where considerable interest exists.

A request is being made to the Appalachian Regional Commission for Title V funds...a program intended to encourage new academic programs in job-related areas. This request, for approximately \$75,000, will be used for other developmental costs.

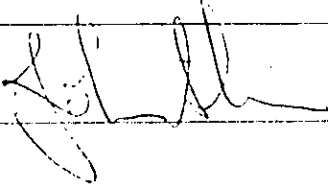
The International Communication Association has earmarked additional funds for scholarships for Communication Management majors. The amount forthcoming to a program at Ohio University is estimated at \$6,000 for the first year.

Should the program reach its enrollment projections (Section II), it should justify its existence financially within ordinarily projected subsidies for technical-professional programs at the undergraduate level.

OHIO UNIVERSITY  
INTER-OFFICE COMMUNICATION

DATE October 4, 1979

TO Byron Scott

FROM John Stinson 

SUBJECT: Data Communication Major

I have reviewed the Curriculum for the Data Communication Major. In my opinion, there is no serious overlap between that major and systems programs of study in the College of Business Administration. The majors and programs of study will complement each other rather than replicate. Further, the Management courses selected for the major are appropriately utilized.

JS:gc



OHIO UNIVERSITY  
INTER-OFFICE COMMUNICATION

DATE December 17, 1979

TO John Wilhelm, Dean, College of Communication

FROM Richard Mayer, Dean, College of Engineering

SUBJECT Proposed Center for Communication Management

The Center's proposal in its present form is an academically-sound and interesting one. My review indicates that it does not overlap with our offerings and appears to complement our interests in the service courses Engineering will offer.

The Center appears to serve a real need in a changing and expanding technical field.

###

OHIO UNIVERSITY  
INTER-OFFICE COMMUNICATION

DATE December 14, 1979

TO Dean John Wilhelm, College of Communications

FROM Gerald Silver, Dean, College of Business Administration *CS*

SUBJECT Center for Communications-Management Proposal

I have reviewed the proposal now before the Curriculum Council. It appears to be complementary to the programs of the College of Business Administration and to have academic merit. The courses proposed from the College seem appropriate to the needs of the Center's students as well. We look forward to assisting in the development of this program.

GS/mc

C. BOARD-ADMINISTRATION COMMITTEE MATTERS

1. SPECIAL COMPENSATION ADJUSTMENT PROGRAM

Mr. Lavelle moved approval of the resolution. Mr. Jeffers seconded the motion. Approval was unanimous.

Chairman Spencer expressed pleasure at having the resolution approved.

RESOLUTION 1980--512

WHEREAS, Ohio University has a continuing commitment to provide equitable compensation for its faculty and staff, and

WHEREAS, the Ohio University Board of Trustees has previously adopted a formal statement regarding its goal to improve faculty compensation to an equitable level in comparison to other Ohio universities, and

WHEREAS, a recent report by the Provost's Office verifies that faculty compensation is inequitable when compared with other Ohio universities, and

WHEREAS, preliminary studies have indicated a need to review particular instances of possible internal salary inequity for both faculty and staff,

THEREFORE, BE IT RESOLVED that the administration is authorized to implement a special compensation program effective the beginning of the Winter Quarter of the 1979-1980 year adjusting demonstrable internal inequities for faculty and staff and external inequities for faculty.

BE IT FURTHER RESOLVED that the internal inequity review for administrative staff will use the preliminary administrative pay plan as a basis for analysis and the internal inequity review for faculty will use the inequity information for women and minority faculty as developed by the Provost's Office.

BE IT FURTHER RESOLVED that the special adjustment program for faculty will total 3 per cent on an annual basis in addition to the internal inequity adjustments.

## SPECIAL ADJUSTMENT PROGRAM

### I. Internal Equity

Contract Administrators - A preliminary identification has been made of positions that appear to fall below a salary range of comparable positions. This analysis is being concluded as part of the administrative pay study project (Pyle Study). The estimate of the annual cost to adjust these apparent inequities is \$35,000 or about 1/2 of 1 percent of the annual compensation base for contract administrators. A review of these cases will be completed and adjustments made where appropriate effective with the beginning of the Winter Quarter. The adjustments will be base adjustments and will carry forward into the 1980-81 year. Because the adjustments are only for part of the 1979-80 year the actual cost for the remainder of the 1979-1980 year will be less than the ongoing annual cost.

Faculty - A system for reviewing possible salary inequities for women and minority faculty has been developed in preliminary form. It identifies possible inequities that are to be reviewed by departments and colleges on a case by case basis. The preliminary analysis indicates possible inequities requiring an adjustment of \$28,000 on an annual basis. This represents approximately 1/4 of 1 percent of the annual compensation base for faculty. A review of these cases will be completed and adjustments made where appropriate effective with the beginning of the Winter Quarter. The adjustments will be base adjustments and will carry forward into the 1980-81 year. Because the adjustments are only for part of the 1979-80 year the actual cost for the 1979-1980 year will be less than the ongoing annual cost.

### II. External Equity

Faculty - Regular faculty will receive a special base adjustment effective the beginning of the Winter Quarter and carrying forward into the 1980-81 year. The adjustment will be across-the-board for Group I faculty scheduled for continuing contracts for 1980-81. The adjustment will be 3 percent of the annual salary base of each eligible faculty member. Because the adjustments are only for part of the 1979-80 year the actual cost for 1979-80 will be less than the ongoing annual cost.

Provost's Office  
January 9, 1980

## VIII. CONFIRMATION OF NEXT MEETING DATE AND SITE

April 12, 1980, was reaffirmed as the next meeting date, with committee meetings on April 11. The site will be Athens.

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

Mr. Taylor expressed appreciation to Dr. Margaret Cohn, Director of the Honors Tutorial College, for having arranged the Friday luncheon which students from the college hosted. Members enthusiastically endorsed this expression of appreciation. Mr. Rohr commended the Administration for the planning which had made possible a good Board meeting.

Mr. Jeffers commended the staff for effective fiscal management. Mr. Bush expressed satisfaction with the new vitality as reflected in imaginative curricular programming and innovative renovation projects. Dr. Holzer reported a good feeling over the prevailing steady, planned progress that was evident on campus.

Mr. Spencer asked that the record reflect his report on several week-end experiences. The first was the Thursday evening reception at Provost Bucklew's home in honor of Black Faculty 1979-1980, which was attended by deans, trustees and other officials. The appointment of five Blacks in one year, he said, reflected definite progress in the University's minority recruiting effort.

The second event was a meeting with Donna Harris and other members of the committee for the Blackburn Scholarship. The group's concern is that the scholarship not die. Through special projects it has raised \$2000 and expects to raise another \$1500.

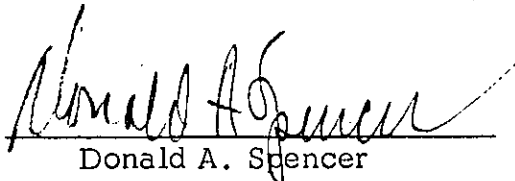
The third experience was dinner with Jasmer Narag, president of the Graduate Student Senate and a number of graduate students. Together, he said, these experiences gave him a much better view of how the University lives.

## X. ADJOURNMENT

At 10:20 A.M., Chairman Spencer, determining that there was no further business to come before the Board, invited a resolution to adjourn. Mr. Taylor's motion, which Mr. Bush seconded, was unanimously approved.

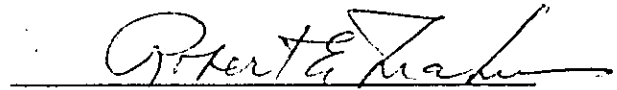
XI. CERTIFICATION OF SECRETARY

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.



Donald A. Spencer

Chairman



Robert E. Mahn

Secretary

March 10, 1980

Mr. John Konz, President  
Athens Retail Merchants Association  
% Woolworth's  
31 S. Court Street  
Athens, Ohio 45701

Dear Mr. Konz:

On February 1, 1980, the Board of Trustees, sitting as a Committee of the Whole, discussed your letter relative to calendar. President Ping outlined the processes of calendar development. He reported that a committee recommendation to move to the semester system had been the subject of year-long debate during the last academic year. While the recommendation had his support, both the Student Senate and Faculty Senate voted against it. President Ping gave assurances that the calendar is under constant scrutiny.

Members asked that the response to your letter emphasize their belief that the correct procedures were used in developing the current calendar. They registered their support of that calendar.

Sincerely,

Robert E. Mahn  
Secretary to the Board of Trustees  
and Assistant to the President

REM:vg

bcc: Mr. Kenner Bush

March 10, 1960

Mr. John C. ... President  
Athens Retail Merchants Association  
2 Woolworth's  
318 Court Street  
Athens, Ohio 45701

Dear Mr. C.:

On February 1, 1960, the Board of Trustees, sitting as a Committee of the Whole, discussed your letter relative to calendar. President King outlined the processes of calendar development. He reported that a committee recommendation to move to the semester system had been the subject of year-long debate during the last academic year. While the recommendation had his support, both the Student Senate and Faculty Senate voted against it. President King gave assurances that the calendar is under constant scrutiny.

Members asked that the response to your letter emphasize that they believe the correct procedures were used in developing the current calendar. They registered their support of that calendar.

Sincerely,

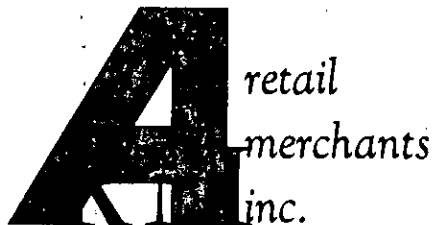
Robert E. ...  
Secretary to the Board of Trustees  
and Assistant to the President

RE: Mr. C.

cc: Mr. Kenner Bush



athens



SERVING THE ATHENS COMMUNITY SINCE 1908

athens, ohio

January 21, 1980

Donald A. Spencer, Chairman  
Donald A. Spencer Associates  
3569 Reading Road  
Cincinnati, OH 45229

Dear Mr. Spencer:

A year ago at this time, a letter very similar to this was sent to Dr. Charles J. Ping from the Athens Retail Merchants Association. Only because of our great concern and feeling on this matter, are we addressing you as a member of the Board of Trustees for Ohio University.


As I am sure you are aware, the course of action taken three years ago of changing the academic calendar from the regular semester system to the early quarter system, has had a tremendous economic effect on the Community. (This is not a secret and much conversation has been had on this matter). Dismissing the more than thirteen thousand students during the retailer's so called "golden quarter" is putting every business in Athens in a very precarious position.

The City of Athens and the surrounding area survive because of Ohio University. With the present ban on the mining of Ohio coal, this community thrives or dies with the University. In many cases businesses lay off people rather than hire extras for the Christmas selling season. Also, the University lays off numerous employees during this break which of course effects the over-all economic picture.

It is the request of the Athens Retail Merchants Association that you weigh all the factors involved in the present quarter system. That you realistically study the drastic effect on the economy of the community. The six week break for the students, is it really to their best interest? Are their study habits broken? Is it fair to the football and basketball teams to have to play home games to empty seats with no student body to cheer them on? Last, but not least, why is no other college in the State of Ohio on the same schedule?

We would appreciate your discussing this matter with the other Board members. Please feel free to contact me if you would like to discuss this matter any further.

Sincerely,

  
John Conz, President  
Athens Retail Merchants Assoc.  
% Woolworth's  
31 S. Court Street  
Athens, OH 45701  
Phone (614) 593-3893



6831 ASHFIELD DRIVE • CINCINNATI, OHIO 45242 • PHONE 891-9765

**Earl Weiskittel**  
17441 Marwick, Mitchell & Company  
EXECUTIVE VICE PRESIDENT

Ken Beam  
Kenner Products Co.  
William H. Breeze  
The Ohio National Life Insurance Co.  
John Busemeyer  
X tek, Inc.  
Joseph C. Busken, Jr.  
Busken Bakery, Inc.  
Jack C. Casper

Dear Mr. Spencer:

I do not know the extent of your involvement with Junior Achievement, so I will take the liberty of briefly explaining our program. JA is the nation's oldest youth economic education program. It teaches high school students the principles of the American free enterprise system by helping them run their own small businesses. At the start of the program the student members, assisted by volunteer adult advisers, form a company. Each group functions as a small business meeting one night a week. During the 28 week program the members sell stock to capitalize, elect officers, select a product to manufacture or a service to offer, keep books and develop marketing plans, pay salaries, rent and taxes and produce and sell their product. At the end of the school year they liquidate their company, publish an annual report and return dividends to stockholders.

Currently we have nearly 3,000 Cincinnati area students involved in our high school program. We have an additional 3,900 students participating in our Project Business and Applied Management Programs, educating junior high and college students respectively. I have enclosed copies of "New Dimensions" which briefly explain all of the JA programs.

A few years ago the JA Board of Directors made up of local business executives and educators decided to develop a scholarship program for our most deserving students. The Board knew that many of the JA members spent hundreds of hours every year receiving practical business experience --- and the Board felt the students should be rewarded for it. Through the efforts of people like Pauline Strayhorne numerous scholarships are now available; at Xavier University, University of Cincinnati and Northern Kentucky University. We recently made proposals to Thomas More College and

Ken Beam  
Kenner Products Co.  
William H. Breeze  
The Ohio National Life Insurance Co.  
John Busemeyer  
X tek, Inc.  
Joseph C. Busken, Jr.  
Busken Bakery, Inc.  
Jack C. Casper

Jack G. Corwin  
Northern Kentucky Vocational School  
Ronald A. Dauwe  
The Fifth Third Bank  
John Davies, Sr.  
The Bishopric Products Co.  
Daniel Dell Sr.  
Daniel D. Dell Sr., Inc.  
Maurice G. Dion  
General Electric Company  
Dorothy Disch  
Cincinnati Bell Inc.  
David Fiala  
Walker & Chatfield Law Firm

Nell Foust  
The John Shultz Co  
John D. Geary  
The Ohio River Co  
S. A. Giddings  
Fumica Corp

Louis M. Green  
McDonald's of Greater Cincinnati  
Edward Grooms  
Dale Carnegie Program

James N. Hart  
Multimedia Broadcasting Co.  
James N. Jacobs  
Connecticut Board of Education

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The Kroger Company  
John Koontz

B. M. Corporation  
Wm. Kramer, Jr.  
General Tool Company  
Herbert Liss

The Procter & Gamble Company  
E. J. R. Loder  
DuBois Chemicals, Div. Chem Corp  
Freeman Morgan, Jr.

Senco Products, Inc.  
John E. Powers  
Eagle-Picher Industries  
Arthur C. Roe

Cincinnati Incorporated  
Jeanne Etienne Rape  
The Westerman Print Company  
Robert Schiff

John J. Schiff Co., Inc.  
Gene Scholes  
Northern Kentucky University

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University of Cincinnati

Don Standrift  
Cincinnati Industrial Institute  
Timothy R. Schrader  
American Tel. & Tel. Company

C. A. Swanson  
Buck X-Ray Accessories Inc.  
R. J. Terbruggen  
Northwich Stovey Inc.

Gordon A. Uish  
Ford Motor Company  
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 Richard Thayer  
 Thayer Woodward & Co

Irvin F. Weathermer  
Retired  
James J. Wimberg  
Eagle Savings Assn.

Mr. Donald A. Spencer  
Page #2

Cincinnati Technical College and both schools have indicated that they want to get involved this year. Last week Central States University requested information. As you can see, educators believe in the Junior Achievement program.

I would very much like to see your fine institution involved in the Junior Achievement of Greater Cincinnati's Scholarship Program. Would you please consider awarding up to five scholarships a year to our members. I mention "up to five", because we are never sure how many of our top students desire to attend a particular school.

One final note --- the Scholarship and Awards Committee does the judging of our applicants. However, the final decisions on the winners are always left up to the university.

Mr. Spencer, thank you very much for your consideration. If I can answer any questions raised by this letter, please give me a call. I will anxiously be awaiting Ohio University's decision.

Sincerely yours,

*Jerry V. Mutchler*  
Jerry V. Mutchler  
Executive Vice President

JVM/mch

Enclosures

cc Pauline Strayhorne  
Gerald DeBrunner  
John Weil

1. The first part of the document is a list of the names of the persons who were present at the meeting. The names are listed in alphabetical order.

2. The second part of the document is a list of the topics that were discussed at the meeting. The topics are listed in alphabetical order.

3. The third part of the document is a list of the actions that were taken at the meeting. The actions are listed in alphabetical order.

4. The fourth part of the document is a list of the dates when the actions were completed. The dates are listed in alphabetical order.

cc: Mr. Mahn - FYI

Office of Student Financial Aids and Scholarships  
020 Chubb Hall, Ohio University  
Athens, Ohio 45701

Telephone: 614 /594-5471



PRESIDENTS OFFICE

MAR 5 1980

Ohio  
University

March 4, 1980

Mr. Jerry V. Mutchler  
Executive Vice President  
Junior Achievement of  
Greater Cincinnati, Inc.  
6831 Ashfield Drive  
Cincinnati, Ohio 45242

Dear Mr. Mutchler:

This note is in response to your letter of January 29, 1980, to Donald A. Spencer. Your letter has been forwarded to me by the President's office and I have been asked to respond to you directly.

Your letter expresses interest in Ohio University's participation in Cincinnati's Junior Achievement Scholarship Program. Our participation would consist of the awarding of up to five scholarships per year to student members of the Achievement Program. Actually, this is a decision that cannot be made by me due to the current scholarship program at Ohio University.

Our major University scholarships are based upon academic achievement and/or special talent, and each academic college is responsible for their requirements for the selection of quality students. Committees within the academic colleges at the University determine which students receive these scholarships. Also, we do have other scholarships available, called Endowed Scholarships; however, the requirements of eligibility for these scholarships are pre-determined by the donor(s) of the funds for the scholarships.

One of the advantages of our scholarship program is that outstanding students (like those in your program) who apply and meet University requirements will certainly be considered for one of the University scholarships.

I am taking the liberty of forwarding a copy of your letter and my response to the deans of our various academic colleges so they will know of the interest you have expressed in Ohio University.

Very truly yours,

A handwritten signature in cursive script, reading "John R. O'Neal".  
John R. O'Neal  
Coordinator of Student Services;  
Director of Student Financial Aids

JRO/yn

• • • • •

111

1. *Journal of the American Medical Association*, 1997; 278: 1039-1044.

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The First National Bank of Cincinnati  
President:  
Garold H. Brunner  
The First National Bank of Cincinnati  
V. P. Allen  
Roberts & Neece  
Arthur Anderson & Company  
V. P. Community Relations  
John Dick  
Snyder Corp.  
V. P. Operations  
James L. Weller  
Snyder & Co.  
P. Special Activities  
John F. Church, Jr.  
The Cincinnati Corrugated & Paper Company

Secretary:  
Pauline Strayhorne  
Major Federal Savings & Loan Assoc.

Treasurer:  
Earl Washkittel  
Paul, Marwick, Mitchell & Company

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Jerry V. Mutchler

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The Procter & Gamble Company  
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Dillon Chemicals, Div. Chemed Corp.  
Freeman Morgan, Jr.  
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Eagle Rich Industries  
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Cincinnati Incorporated  
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Northern Kentucky University  
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Kahn's  
Albert J. Simons  
University of Cincinnati  
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Coca Cola Bottling Works Co.  
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Tall Broadcasting Co.  
George Panaska  
The Tresser Oil Co.  
Frances James Pensthor  
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Joseph Rippe  
The Provident Bank  
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David Swenson  
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Morley P. Thompson  
D. H. Baldwin Co.  
Richard Thayer  
Thayer Woodward & Co.  
Irene B. Weathermer  
Retired  
James J. Weinberg  
Eagle Savings Assn.



# JUNIOR ACHIEVEMENT

## OF GREATER CINCINNATI, INC.

6831 ASHFIELD DRIVE • CINCINNATI, OHIO 45242 • PHONE 891-9765

January 29, 1980

Mr. Donald A. Spencer  
Chairman of the Board  
Ohio University  
3569 Reading Road  
Cincinnati, Ohio 45229

Dear Mr. Spencer:

I was very pleased to hear from Pauline Strayhorne, Executive Vice President of Major Federal Savings & Loan Association and Chairman of the Scholarship and Awards Committee of Junior Achievement of Greater Cincinnati Inc., that Ohio University might be willing to participate in our JA Scholarship Program.

I do not know the extent of your involvement with Junior Achievement, so I will take the liberty of briefly explaining our program. JA is the nation's oldest youth economic education program. It teaches high school students the principles of the American free enterprise system by helping them run their own small businesses. At the start of the program the student members, assisted by volunteer adult advisers, form a company. Each group functions as a small business meeting one night a week. During the 28 week program the members sell stock to capitalize, elect officers, select a product to manufacture or a service to offer, keep books and develop marketing plans, pay salaries, rent and taxes and produce and sell their product. At the end of the school year they liquidate their company, publish an annual report and return dividends to stockholders.

Currently we have nearly 3,000 Cincinnati area students involved in our high school program. We have an additional 3,900 students participating in our Project Business and Applied Management Programs, educating junior high and college students respectively. I have enclosed copies of "New Dimensions" which briefly explain all of the JA programs.

A few years ago the JA Board of Directors made up of local business executives and educators decided to develop a scholarship program for our most deserving students. The Board knew that many of the JA members spent hundreds of hours every year receiving practical business experience --- and the Board felt the students should be rewarded for it. Through the efforts of people like Pauline Strayhorne numerous scholarships are now available; at Xavier University, University of Cincinnati and Northern Kentucky University. We recently made proposals to Thomas More College and



Mr. Donald A. Spencer  
Page #2

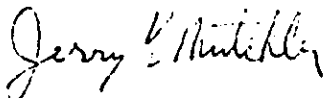
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One final note --- the Scholarship and Awards Committee does the judging of our applicants. However, the final decisions on the winners are always left up to the university.

Mr. Spencer, thank you very much for your consideration. If I can answer any questions raised by this letter, please give me a call. I will anxiously be awaiting Ohio University's decision.

Sincerely yours,



Jerry V. Mutchler  
Executive Vice President

JVM/mch

Enclosures

cc Pauline Strayhorne  
Gerald DeBrunner  
John Weil

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OHIO UNIVERSITY  
ATHENS, OHIO 45701

BOARD OF TRUSTEES

COMMITTEE MEETINGS OF THE  
BOARD OF TRUSTEES

February 1, 1980

(Prepared for Internal Record. Not for Distribution)

9:30 A.M. COMMITTEE OF THE WHOLE

Bush, Holzer, Jeffers, Lavelle, Spencer, Taylor, President Ping and Secretary Mahn were present. Members who were present attended their respective committee meetings in the afternoon.

1. Special Compensation Adjustment Program.

President Ping stressed the desirability of approving the faculty compensation program. He described competitiveness and fairness as the issues. He described reception of the plan as not all sweetness and light, a suggestion being that a rank by rank method of presentation would have been more appropriate.

Dr. Bucklew reported that, in general, the campus reaction to the proposal had been favorable; that the stability that made this possible was viewed as good news. The concern now is that the pace of increments be maintained.

Mr. Bush said that, based on the experience of a number of years, it was remarkable that this could be done. Mr. Spencer said that it was the desire of the Board that this be done and that the entire University community appreciated it.

2. Location of Natatorium.

President Ping presented charts showing proposed location. The plan was developed at a December 12 meeting of the Budget, Finance and Physical Plant Committee. It will permit phased construction.

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Mr. Jeffers stated that immediate considerations were to get the natatorium and to straighten South Green Drive.

### 3. Dormitory Budget Plan.

Dr. Harter distributed 1979-80 Summary Forecast (attached). She said that it was built on the assumption that rate increases would be tied directly to inflation, estimating a 7 to 8 per cent increase which would produce an additional \$900,000. She said other schools were projecting 9 to 13 per cent increases.

Mr. Spencer recommended periodic rate increases rather than massive catchups. Mr. Jeffers commended the good management habits reflected in the report.

President Ping stated that in 1985 the University would face a decrease in the portion of enrollment that would normally occupy dormitory space. He said it appeared feasible to cope with the problem.

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OHIO UNIVERSITY

Residence and Dining Hall Current Auxiliary Fund

1979-80 Summary Forecast

January 22, 1980

The following information shows the distribution of approximately \$580,000 in additional income and expense from the approved budget.

Income:

Incremental Room and Board Income from Additional Students Fall Quarter	\$330,000	
Added Apartment Income from Full Occupancy	125,000	
Additional Interest on Investments	125,000	
Positive Income Variance		<u>\$580,000</u>

Expense/Income Reduction:

Addition to Reserve Accounts	\$150,000	
Additional Expenses Related to Incremental Students (Housekeeping, Maintenance, Food)	120,000	
Utility Increases	120,000	
Debt Service and Reserve Requirements due to Delay in Approval of Capital Bill (Crook Project)	75,000	
Requirements of Paybill Over Original Budget	80,000	
Allocated Expense		<u>\$545,000</u>
Addition to Projected Fund Balance		<u>\$ 35,000</u>

CH/rf  
1/31/80

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City of New York, Chapter 24, § 1001-10

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#### 4. IUC Trustees Meeting.

Mr. Spencer had Mr. Bush report on plans for the March 9-10 meeting of the IUC Trustees group, stating that Mr. Bush was offering state-wide leadership in rejuvenating the group. Mr. Bush urged all members to participate in the meeting.

#### 11:00 A.M. Executive Session.

##### 1. Personnel Matters.

###### a. Bandy Resignation.

President Ping described the circumstances surrounding the resignation.

###### b. Coleman Dismissal.

President Ping described the circumstances surrounding the dismissal, stating that an appeal by Mr. Coleman could bring the matter before the Board as in the Potenura case.

Mr. Spencer described his "personal" interest in the case, expressing the hope that he might accomplish what others had failed to do. He said that he had reviewed the matter with English and expressed to English the hope that it would take the prodigal son approach and promise to rehire Mr. Coleman if rehabilitation occurred.

##### 2. Legal Matters.

a. Berry Suit. A verbal agreement has been reached to settle for \$4500. The President's response was negative to a question by Mr. Bush as to whether there was a belief that settlement would establish undesirable precedents.

b. Architectural Suit. This appears to be coming to an end and it appears that we should end it. The settlement could be in the range of \$100,000.

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- c. OEA Suit. The motion to dismiss has not been heard, contrary to recent reports. There appears to be a good chance for dismissal.

Matters for executive session having been concluded, the Board reconvened as Committee of the Whole. Members introduced topics for discussion. There were no visitors.

1. Board Structure.

Mr. Spencer asked whether justice did not dictate that a student and faculty member be added to the Board. President Ping asked whether the thought was to add a representative of the Student Senate and Faculty Senate, and whether representation would be designed to have special points of view presented or to counter misunderstanding.

Mr. Taylor expressed the view that good communication existed and that an altered membership plan would place a burden on the Administration. Mr. Bush observed that states in which it was mandated weren't hot on it and that the problem was one of who could most effectively represent the views of students and of faculty.

Mr. Jeffers said he had served on a Board with student representation and that it wasn't the end of the world; that there was more merit than demerit and that if there were no legal restrictions he would have no objection. He said he did not favor faculty representation and suggested that the matter of extra representation be discussed at the March meeting of IUC trustee representatives.

Dr. Holzer said it couldn't be done legally, that members were appointed to represent all elements and interests, and toward that end access was provided for rather than membership. To do otherwise at this time, he said, would muddy the waters.

President Ping said that the last three legislatures had had bills on the subject, and that on one occasion he had publicly opposed a bill. He said he was ambivalent about it because of his experience with Boards that had representation, one a token situation that gave an allusion to something that was not fact, and one a situation where a regular appointee for a full term from the student population had less patience for student views than regular members. He said that instinctively he probably presented the faculty view most directly as Dr. Harter did the student view. The pattern, he said, should be a balanced presentation by himself.

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Mr. Spencer said he was not convinced that Board members were the best presenters of student and faculty views, that they too changed through experience, which students and faculty also could. He suggested that further thought be given to the question.

Mr. Bush suggested this be worked on in concert with other institutions in the state.

## 2. Calendar.

Mr. Spencer presented a letter from the Athens retail merchants organization.

President Ping explained the process of calendar development in which the date for commencement serves as the key date. Merchants, he explained, had students available to them the same length of time under any calendar. He questioned whether students had ever done much of their Christmas shopping in Athens, and called attention to the advantages for employment the present calendar afforded students. He outlined the problems involved in calendar change, which precluded doing it hurriedly, and cited the year-long study by the committee which reported faculty preference for a semester plan and student preference for the current plan.

Mr. Bush explained how the present calendar impinged particularly on Woolworth type businesses, since students would purchase room and house decorations and other small items if they were here until Christmas.

Mr. Lavelle wondered whether the long pre-Christmas break contributed to student attrition. President Ping said that there was a possibility of this. Students, he said, usually objected to change, and in the process of calendar review the student view had prevailed.

Since Mr. Bush had been at meetings of merchants and understood their concerns, it was suggested that he draft a response to the letter. Mr. Jeffers suggested that the letter emphasize that the correct process had been followed in establishing the calendar. Mr. Spencer suggested that it stress the Board's support of the President in the matter.

The committee next heard a report from Mrs. Cohn, Director of the Honors Tutorial College.

This was followed by lunch at Baker Center hosted by honors tutorial students.

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The Budget, Finance and Physical Plant and Educational Policies committees convened at 2:00 P.M., with President Ping meeting with the former and Provost Bucklew with the latter.

Committee meetings ended with a two-minute meeting of the Board-Administration Committee at 4:00.

All items listed for action were recommended by the respective committees. Item 5 under Budget, Finance, and Physical Plant Committee (Consultant's Report) had been withdrawn).

*Robert E. Thakur*  
*Secretary*

1. The first part of the document is a letter from the President of the United States to the Vice President, dated January 1, 1960. The letter is signed by John F. Kennedy and is addressed to Lyndon B. Johnson. The letter discusses the state of the country and the challenges ahead.

2. The second part of the document is a letter from the Vice President to the President, dated January 1, 1960. The letter is signed by Lyndon B. Johnson and is addressed to John F. Kennedy. The letter discusses the state of the country and the challenges ahead.

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