TO: *Those listed below

FROM: Alan H. Geiger, Secretary, Board of Trustees

SUBJECT: Minutes of the June 6, 1992, Meeting of the Board

Enclosed for your file is a copy of the June 6, 1992, minutes. This draft will be presented for approval at the next stated meeting of the Board.

Please place a Board retreat on your calendars for Saturday, December 5, and Sunday, December 6, 1992, in Columbus. More information on this retreat will be forthcoming.

AHG:kd

Enclosure

*Chairman and Members of the Board
Mr. Rosa
Ms. Turoczy
Dr. Bandy-Hedden
Mr. Lancaster
Dr. Ping
Dr. Bruning
Dr. Bryant
Dr. Chesnut
Mr. Ellis
Dr. Geiger
Mr. Kennard (2)
Dr. North
Mr. Rudy
Dr. Turnage
Mr. Burns
Mr. Kotowski
Archivist (2)
Regional Campus Deans
Chairs of the Senates
Chairs, Regional Coordinating Council
EXECUTIVE SESSION

On a motion by Mr. Hodson and a second by Mr. Campbell, the Ohio University Board of Trustees resolved to hold executive sessions previously scheduled for June 5 and 6, 1992, to consider personnel matters under Section 121.22(G)(1) of the Ohio Revised Code (O.R.C.), legal matters under Section 121.22(G)(3) O.R.C., and review of labor negotiations under Section 121.22(G)(4) O.R.C., this 5th day of June, 1992.

On a roll call vote all members present, namely; Chairman Strafford, Mr. Campbell, Mrs. Eufinger, Mr. Hodson, Dr. Konneker, Mr. Leonard, and Mr. Schey voted aye. This constituted a quorum. The Friday session was recessed at 3:00 p.m. on the Lancaster campus and members reconvened at 1:00 p.m., Saturday, June 6, on the Chillicothe campus to resume the Executive Session.

President Ping reported the status of pending personnel matters and outlined procedures to be utilized in selection and evaluation of replacement or continuing executive staff. The President presented a brief summary of negotiations ongoing between the Fraternal Order of Police and the university. Matters related to legal issues involving patents and licenses granted, and anticipated legal challenges were discussed.

I. ROLL CALL

Seven members were present, namely; Chairman J. Craig Strafford, M.D., Richard R. Campbell, Charlotte C. Eufinger, Thomas S. Hodson, Wilfred R. Konneker, Paul R. Leonard, and Ralph E. Schey. This constituted a quorum. Trustees Jeanette Grasselli and Dennis Heffernan were unable to attend. Student Trustee Monica A. Turoczy was present.

President Charles J. Ping, and Secretary Alan H. Geiger were also present. Dr. Irene Bandy-Hedden, President of the Ohio University National Alumni Board of Directors, attended the Friday sessions. This was Dr. Hedden's last session representing the alumni. President Ping and the Trustees expressed appreciation for her good service.
II. APPROVAL OF THE MINUTES OF THE
MEETING OF APRIL 4, 1992
(previously distributed)

Mr. Hodson moved approval of the minutes as distributed. Mr. Campbell seconded the motion. Approval was unanimous.

III. COMMUNICATIONS, PETITIONS, AND MEMORIALS

Secretary Geiger reported a letter of support for the proposed student recreation center had been received from the Athletic Assistance Committee of the National Alumni Board of Directors. The letter will be included with official minutes.

IV. ANNOUNCEMENTS

President Ping informed trustees that he had received a letter from Provost James Bruning indicating his intention to retire as Provost effective December 31, 1992. He noted Dr. Bruning plans to continue his service to the university by returning to teaching part time in the Psychology Department. The President expressed his deep appreciation for Dr. Bruning's exemplary leadership and his personal gratitude for Jim's support in the management of the university.

V. REPORTS

A. Management of the Third Century Taskforce
G. Kenner Bush

Mr. Bush thanked President Ping for the opportunity to again be of service to the university. He noted, as a past university trustee, the sense of excitement one has in being at a regional campus site. Mr. Bush reminded members of his earlier report to them and that his remarks today would be limited to Taskforce recommendations. A copy of the Taskforce's final report will be available campus wide shortly, and a copy is included with the official minutes. An outline summary of Mr. Bush's report is as follows:

Chairman Bush reported the Taskforce recommends three basic strategies for the institution's future. First, that consideration be given to ways to increase non-state support of the university. Second, that ways be explored throughout the institution to contain costs via new mechanisms. Third, that through reform and restructure innovation be rewarded, and growth be by substitution not addition.

Mr. Bush commented that a university-wide colloquium looking beyond day to day considerations might be a starting point for review of
Taskforce recommendations. He noted this is a special place and that we must maintain our quality -- in fact, plan for it. President Ping indicated that future discussion of the report and its recommendations by the Board is contemplated.

B. Space Utilization and Management Study
   Preliminary Report
   James L. Bruning, Provost
   Alan H. Geiger, Board Secretary

Provost Bruning reviewed the composition of the Athens and Regional Campus committees and the work of space planning consultants Böhm NBBJ. Dr. Bruning outlined the study's time schedule and the outcomes of the major scheduled activities. He commented the working committees had acted as sounding boards, and that he felt comfortable with the study's recently completed space recommendations. Dr. Bruning presented a summary of the addition and ageing, by time periods, of space at the Athens campus, Regional campuses, and The Ridges.

Secretary Geiger described how the space recommendations would be translated to biennial capital requests, and space at The Ridges integrated into the Athens campus. He noted the consultant's final recommendations would relate capital costs to needed proposed, the sequencing of the projects from beginning to final moves, and reasonable expectations of state capital support. Dr. Geiger concluded by providing an example of projects to be proposed for renovation and new construction on the Athens campus.

VI. UNFINISHED BUSINESS

Secretary Geiger indicated there was no unfinished business.

VII. NEW BUSINESS

Chairman Strafford reported that Board Committees had, at their respective meetings, discussed matters being presented to the Board. Items for action where presented by the Committee Chairman or another committee member as designated.
A. BUDGET, FINANCE, AND PHYSICAL PLANT COMMITTEE

Committee Chair Eufinger reported the Committee met Friday to review matters to be presented to the Board of Trustees.
Mr. Leonard presented and moved approval of the resolution. Mr. Schey seconded the motion. All agreed.

Fiscal Year 1992-1993
Operating Budget

RESOLUTION 1992-- 1235

WHEREAS, the Board of Trustees received the Program Planning Report and approved the outline of the 1992-93 budget plan, which reflected different levels of state support, at their April 4, 1992, Meeting, and

WHEREAS, the level of reductions in state support to higher education remains uncertain, and

WHEREAS, the state will likely increase the cap placed on undergraduate fee increases,

NOW, THEREFORE, BE IT RESOLVED that the President is authorized to implement a fee schedule based on the actual undergraduate fee cap as determined by action of the General Assembly or the Controlling Board.

BE IT FURTHER RESOLVED that the budgets of expected income and expenditures as presented in Exhibits I, II, III, IV, V and VI are hereby approved subject to the following provisions:

1. The Provost, with the approval of the President, may make adjustments in instructional and general operating expense allocations, providing the total does not exceed available unrestricted income.

2. Expenditures for designated and restricted funds estimated on Exhibit I shall be limited to the income generated.

BE IT FURTHER RESOLVED that should the level of state support or the mandated fee cap be less than that assumed in Option A described in the Program Planning document dated March 1992, the President is authorized to use unspent current year funds, postpone renovations, and use plant renovation and building funds for any reductions in anticipated state support and student fees.
## OHIO UNIVERSITY
### 1992-93 BUDGET
#### INCOME AND EXPENSE SUMMARY

**TOTAL UNIVERSITY**

<table>
<thead>
<tr>
<th></th>
<th>Designated and Restricted (A)</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Income</strong></td>
<td></td>
<td></td>
</tr>
<tr>
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<td>$14,740,000</td>
</tr>
<tr>
<td>Organized Research</td>
<td>0</td>
<td>7,145,000</td>
</tr>
<tr>
<td>Public Service</td>
<td>617,000</td>
<td>5,510,000</td>
</tr>
<tr>
<td>Auxiliary Enterprises</td>
<td>0</td>
<td>3,116,000</td>
</tr>
<tr>
<td>Student Aid</td>
<td>0</td>
<td>13,726,000</td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
<td>189,453,000</td>
<td>44,237,000</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Designated and Restricted (A)</th>
<th>Total</th>
</tr>
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<tbody>
<tr>
<td><strong>Expense</strong></td>
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</tr>
<tr>
<td>Instructional and General</td>
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<td>14,740,000</td>
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<td>Organized Research</td>
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<td>Public Service</td>
<td>617,000</td>
<td>5,510,000</td>
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<tr>
<td>Auxiliary Enterprises</td>
<td>0</td>
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<tr>
<td>Student Aid</td>
<td>0</td>
<td>13,726,000</td>
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<tr>
<td><strong>Total Expense</strong></td>
<td>189,453,000</td>
<td>44,237,000</td>
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**Ending Balance**

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</thead>
<tbody>
<tr>
<td>$0</td>
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</table>

**NOTES:**

(A) Included are funds received for specific purposes (Restricted) and funds generated by departments for goods and services which have been designated by the administration to offset expenditures applicable to those goods and services.

(B) Excludes Residence and Dining Halls.
### General University Programs and College of Medicine

#### Income Summary

<table>
<thead>
<tr>
<th>Source</th>
<th>Unrestricted</th>
<th>Restricted (A)</th>
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</thead>
<tbody>
<tr>
<td><strong>Instructional and General</strong></td>
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<td><strong>Total Organized Research</strong></td>
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<td><strong>Public Service</strong></td>
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<td><strong>Student Aid</strong></td>
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<td>Private Gifts and Grants</td>
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**NOTES:**

(A) Included are funds received for specific purposes (Restricted) and funds generated by departments for goods and services which have been designated by the administration to offset expenditures applicable to those goods and services.

(B) Excludes Residence and Dining Halls.
<table>
<thead>
<tr>
<th></th>
<th>Unrestricted</th>
<th>Restricted</th>
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<tbody>
<tr>
<td><strong>Instructional and General</strong></td>
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<td>State Subsidy</td>
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<td>$27,506,000</td>
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**Exhibit III**
## OHIO UNIVERSITY
### 1992-93 BUDGET
#### UNRESTRICTED INCOME
##### GENERAL UNIVERSITY PROGRAMS
AND COLLEGE OF MEDICINE

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
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<tbody>
<tr>
<td>State Appropriations</td>
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<tr>
<td>Subsidy</td>
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<tr>
<td><strong>Total Appropriations</strong></td>
<td>$61,406,000</td>
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<tr>
<td>Student Fees</td>
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<td>Lifelong Learning</td>
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<td>Other Income</td>
<td>$9,503,000</td>
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### College of Medicine

<table>
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<tr>
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</tr>
</tbody>
</table>

**Total Income**

<table>
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<th>Amount</th>
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<tbody>
<tr>
<td>$161,947,000</td>
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## Exhibit V

### OHIO UNIVERSITY

#### 1992-93 BUDGET

#### UNRESTRICTED INCOME

#### REGIONAL HIGHER EDUCATION

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<td>Subsidy</td>
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<tr>
<td><strong>Total Appropriations</strong></td>
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<tr>
<td>Student Fees</td>
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<td>Other Income</td>
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<tr>
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## OHIO UNIVERSITY
### 1992-93 BUDGET
#### UNRESTRICTED EXPENDITURES
##### ALL PROGRAMS

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<th>Section</th>
<th>Subsection</th>
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<td>Legislative Liaison</td>
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<td>B. Affirmative Action</td>
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<td>C. University Facilities Planning</td>
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<td>D. Institutional Contingency Fund</td>
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<td>II. Provost</td>
<td>A. General</td>
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<tr>
<td></td>
<td>Summer Session Office</td>
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<tr>
<td></td>
<td>Faculty Senate</td>
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</tr>
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<td></td>
<td>Ohio University Press</td>
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<td></td>
<td>Legal Affairs</td>
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</tr>
<tr>
<td></td>
<td>Ombudsman</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Institutional Research</td>
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<tr>
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<td>B. Academic Programs</td>
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</tr>
<tr>
<td></td>
<td>1. Arts and Sciences</td>
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<tr>
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<td>2. Business Administration</td>
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<td>3. Communication</td>
<td>6,168,000</td>
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<td>4. Education</td>
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</tr>
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<td></td>
<td>5. Engineering</td>
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<td>7. Graduate College &amp; Research</td>
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<td>8. Health and Human Services</td>
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<td>9. Honors Tutorial</td>
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<td>10. International Studies</td>
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<tr>
<td></td>
<td>11. College of Medicine</td>
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<td>12. University College</td>
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<td>94,781,000</td>
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<td>C. Support And Services</td>
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<tr>
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<td>1. University Libraries</td>
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<tr>
<td></td>
<td>2. Computing and Technological Services</td>
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<td></td>
<td>Sub-Total</td>
<td>10,583,000</td>
</tr>
</tbody>
</table>
II. Provost, Continued

D. Regional Higher Education

1. Office of the Vice Provost $1,569,000
2. Eastern Campus 3,624,000
3. Chillicothe Campus 5,071,000
4. Ironton Campus 3,799,000
5. Lancaster Campus 6,157,000
6. Zanesville Campus 4,528,000
7. Development Incentive 520,000
8. Campus Service 2,238,000
9. Telecommunications 1,243,000
10. Lifelong Learning 3,253,000

Sub-Total 32,002,000

E. Intercollegiate Athletics 4,539,000

F. Funds To Be Allocated

1. Part-Time Teaching 650,000
2. Health Insurance Increase 1,475,000
3. Incremental Fee Waivers 209,000
4. 1991-92 UPAC Pool 200,000
5. Supplies and Equipment 300,000

Sub-Total 2,834,000

Provost Total 147,264,000

III. Dean of Students

A. General

1. Office of the Dean of Students 227,000
2. Career Services 398,000
3. Counseling and Psychological Services 453,000

Sub-Total 1,078,000

B. Student Organizations and Activities 1,737,000

Student Activities
Student Senate
The Post
Baker Center
Cultural Affairs
Student Activities Commission

Dean of Students Total 2,815,000
IV. Vice President for Administration

A. General

Office of the Vice President for Administration
Administrative Senate
Professional Development

$ 465,000

B. Baker Center Food and Beverage
(Residence and Dining Halls Auxiliary Reported Separately)

204,000

C. Student Services

1. Admissions
2. Registration, Records and Scheduling
3. Financial Aid
4. Student Health Service

1,111,000
1,300,000
3,567,000
1,251,000

Sub-Total 7,229,000

D. Physical Plant

1. Physical Plant Operations
   Administration
   Building Maintenance
   Custodial Maintenance
   Utilities Maintenance
   Grounds Maintenance
2. Capital Improvements
3. Rental Properties
4. Purchased Utilities

9,876,000
274,000
41,000
5,724,000

Sub-Total 15,915,000

E. Support and Services

1. Personnel
   President 1699
2. Campus Safety
3. Other Services
   Airport
   Garage
   Mail Service
   Environmental Health and Safety
   Campus Recycling

547,000
1,098,000
1,267,000

Sub-Total 2,912,000

Vice President for Administration Total

26,725,000
### V. Treasurer and Controller

**A. General**

1. Office of the Treasurer and Controller $1,980,000
2. Materials Management and Purchasing 428,000
3. Stores Receiving 370,000

**Sub-Total** 2,778,000

**B. Fiscal Management**

1. Services 1,057,000

   - Legal Counsel
   - Legal Settlements
   - Auditors
   - Insurance
   - University Memberships

2. Faculty and Staff Benefits 2,050,000
3. Retirement Benefits 234,000
4. Unemployment Compensation 75,000
5. Debt Service (Convocation Center) 425,000
6. Compensated Absences and Payroll Accrual 635,000
7. Medicare 75,000
8. Fee Waiver Variance 100,000

**Sub-Total** 4,651,000

**Treasurer and Controller Total** 7,429,000

### VI. Vice President for University Relations

**A. Office of the Vice President for University Relations**

- 408,000

**B. Alumni Relations**

- 440,000

**C. Publications**

- 591,000

**D. Cutler Service Bureau**

- 317,000

**Vice President for University Relations Total** 1,756,000

### VII. Vice President for Development

**A. Office of the Vice President for Development**

- 1,790,000

**Vice President for Development Total** 1,790,000

**Total University Expenditures** $189,453,000
Ms. Turoczy presented and moved approval of the resolution. Mr. Leonard seconded the motion. The motion passed.

ELECTRIC EASEMENT, ZANESVILLE CAMPUS

RESOLUTION 1992 -- 1236

WHEREAS, the Ohio Power Company has requested an easement to provide electrical service to the new Economic and Human Resources Development Center on Ohio University's Regional Campus; and to provide two easements of record for current electrical service to the existing facilities, and

WHEREAS, the University staff has reviewed this request and recommends these easements be granted for $1.00 consideration.

NOW, THEREFORE, BE IT RESOLVED that the Ohio University Board of Trustees hereby resolves that the Ohio Power Company be granted the requested easements for a period of fifteen (15) years; and further authorizes the President to approve the final terms and conditions; and for the President or his designee to arrange for execution in accordance with Ohio law.
DATE: May 11, 1992

TO: The President and Board of Trustees

FROM: John F. Burns

SUBJECT: Easement to the Ohio Power Company at the Ohio University-Zanesville Regional Campus

The Ohio Power Company has requested a new easement to provide electrical service to new Economic and Human Resources Development Campus; and to provide two easements of record for the current service to the existing facilities.

The University staff has reviewed this request and recommends it be granted; and the attached drawing and resolution has been prepared for your review.

Thank you.

JFB:vsp

cc: Dr. Alan H. Geiger, Secretary to the Board  
Dr. James A. Bryant, Vice Provost for Regional Higher Education  
Mr. John K. Kotowsk, Director of Facilities Planning
Mr. Schey presented and moved approval of the resolution. Mrs. Eufinger seconded the motion. Approval was unanimous.

CLASSIFIED EMPLOYMENT PRACTICES REVISION

RESOLUTION 1992 -- 1237

WHEREAS, the University may adopt rules and policies to implement its Classified Compensation Plan in accordance with Section 3345.31 ORC, and

WHEREAS, the University, under the direction of the Director of Personnel Services, as its appointing authority, has recommended new rules and policies in the area of recruitment and hiring and promotion and transfer of classified employees.

NOW, THEREFORE, BE IT RESOLVED that the Ohio University Board of Trustees hereby adopts the new Policy and Procedures entitled Recruitment and Hiring for Classified Employees and Transfer and Promotion for Classified Employees; and hereby authorizes the Director of Personnel Services to administer these policies in accordance with Section 124.14 (F) ORC, and have them filed with the appropriate state agencies in accordance with Ohio law to be effective July 1, 1992.
DATE: May 15, 1992

TO: Charles Ping, President

FROM: Gary North, Vice President for Administration

SUBJECT: Revised Classified Employee Policies

Terry Conry, Director of University Personnel Services and his staff have carefully reviewed the University's employee policies, with input from the classified staff advisory council and Mr. John Burns, University legal counsel in light of recent developments in state and federal laws and our experience in effectively managing the institution.

This review has resulted in two new employment policies being proposed as a part of our classified (non-bargaining unit) employment policies. They address (1) the recruitment and hiring for classified positions; and (2) transfers or promotions for classified employees. These two policies have been reviewed for compliance with state and federal laws and are designed to serve the best interest of university management staff and the affected employees.

It is the opinion of the University Legal Affairs staff that these two new policies can be legally considered rules. Mr. Burns also pointed out, that although these policies comply with state law, they do call for procedures distinct from the State Department of Administrative Services and they recommend they be adopted by the Ohio University Board of Trustees under it's general authority set forth in Section 3345.31 ORC and filed with appropriate state agencies in accordance with state law. The attached memorandum from Mr. Burns explains his reasons for recommending their formal adoption.

The two new policies are attached for your review along with a draft resolution for your consideration. Mr. Burns and I will be available to discuss these proposed new policies and procedures at the Board meeting.

GN/bjs

xc: John Burns
   Terry Conry
POLICY: As a state supported public institution of higher education, Ohio University is required to be in compliance with state and federal laws and regulations or be liable for fines and penalties for noncompliance.

In accordance with federal law, Ohio Revised Code Chapter 124, and Ohio University Personnel procedures, it is the policy of the University to advertise, post, and recruit the best applicants for vacancies.

The Director of Ohio University Personnel Services, as the Appointing Authority, shall administer the above laws, rules, and procedures. The Director is responsible to ensure that members of protected groups are actively recruited and hired, and that personnel policies and procedures are properly implemented.

This policy will apply to all classified positions. If a conflict occurs involving a bargaining unit position, the Bargaining Agreement will prevail in those areas where a conflict occurs between this policy and the Bargaining Agreement.

PROCEDURES:

I. Notice of Vacancy

A. When University Personnel Services (UPS) has been notified of a vacancy by a hiring department, and the vacancy cannot be filled under Policy #40.044, UPS will:

1. Determine the appropriate job classification and pay grade.

2. Determine if the position will be filled through a Limited Access Posting or an Open Posting.

   a. A Limited Access Posting - is where a long term Eligibility List is created to establish a pool of eligible applicants for a particular classification for a specified period of time (up to two [2] years) without a notification of vacancies.

   b. An Open Posting - is where a short term Eligibility List will be created from a posting for a specific vacancy, and will be terminated after the vacancy has been filled.

3. Advertise and post vacancy for the appropriate minimum length of time (will vary depending on the type of search).
II. Requirements for Filling an Open Posting Vacancy

A. Receipt of Application

1. Employment applications will be accepted for a specific position, and will remain active until the position has been filled. Once the position has been filled, the applications then become inactive.

2. Applications will be retained on an inactive status for a period of two (2) years from the date of submission. After two (2) years have expired, a new application will be required when applying for a specific position.

3. In order to re-activate an inactive application for a specific position, applicants must submit an "Intake Form for External Applicants" in person to UPS for the vacancy prior to the deadline date of the posting (see Attachment A).

B. Pre-Employment Screening Process

1. Screening of Applications

   a. UPS will screen all applications to determine if the minimum qualifications have been met.

   b. Only those candidates who meet the minimum criteria will continue in the employment process.

C. Pre-Employment Examination

1. The hiring department will supply technical questions to UPS (for areas where employment tests have not been developed or need to be revised).

2. UPS will be responsible for developing, and conducting the appropriate examination(s).

   a. Provisions will be made to accommodate applicants with protected disabilities in accordance with state and federal laws.

   b. If the hiring department decides that a departmental examination or practical is to be administered, both must be approved by UPS.

   c. Any questions, concerns, or complaints regarding
testing must be directed to UPS.

d. Test results for full or part-time permanent positions will be valid for a one (1) year period from the date the test was taken.

D. Preliminary Interview Process

1. Structured group interviews will be conducted by a screening committee comprised of representatives from UPS or Affirmative Action and the hiring department.

2. Consistent criteria will be used by the screening committee for rating all applicants.

E. Ranking of Applicants

1. Cumulative points will be calculated by UPS based on experience, examination results, the preliminary interview, and affirmative action criteria, if applicable.

2. Each applicant will be ranked based on the total performance of the entire recruitment process to establish an Eligibility List.

3. Each applicant will be notified of his/her rank on the Eligibility List.

III. Selection Process

A. The hiring department will conduct at least three (3) reference checks, if possible, for each candidate. Character references should be checked only if employment references cannot be obtained.

1. UPS will assist hiring departments in coordinating and conducting structured departmental interviews. Job-specific structured interview questions should be developed in advance by the hiring department and reviewed by UPS prior to conducting the departmental interviews.

2. Departmental interviews will be conducted by a screening committee comprised of representatives chosen by the hiring department.

B. The hiring department will complete and submit to UPS the Personnel Action Report Summary showing the rank order and selection criteria used in the selection process.
1. When there is nonconcurrence, UPS will advise the department head of the reasons and consult with the department head to achieve resolution.

2. If there is concurrence, UPS will make the offer recommended in the Personnel Action Summary Report.

C. UPS will coordinate with the hiring department the appropriate employment background screening prior to any candidate being offered a position.

IV. Hiring Offer

A. UPS will be the only department authorized to make the hiring offer.

B. UPS will make the hiring offer and confirm an acceptance in writing.

1. UPS will establish an effective hire date.
2. UPS will schedule the physical examination and complete the hiring process.

C. UPS will schedule and conduct the New Employee Orientation Session.
INTAKE FORM FOR EXTERNAL APPLICANTS

POSITION APPLIED FOR:

Position Title

Department/Location

APPLICANT DATA:

Name

Social Security Number

Home Telephone Number

Work Telephone Number

Address

Your completed job application will serve as a criteria in determining eligibility for this position. Supplemental information may be attached. Information showing that you meet all of the minimum qualifications as stated in the Notice of Vacancy must appear on or with the application to assure its approval. Additional information may not be accepted after this posting terminates.

Applicant Signature

Date

Personnel/Action: Remarks

Taken By

Date

Time

Classification: Clerical  Operating  Technical
Attachment B
Part I

Personnel Action Report Summary

This report is to be completed and forwarded to University Personnel Services (UPS) by all department heads prior to the extension of an offer for employment by UPS. The purpose is to provide a uniform, fair and consistent procedure for the review of prospective employees for classified staff positions. To expedite the hiring review process, this form must be completed in full.

<table>
<thead>
<tr>
<th>Position Title</th>
<th>Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date position was posted by UPS</td>
<td>Proposed Starting Date</td>
</tr>
</tbody>
</table>

Types of Employment:

- Full-Time Permanent
- Full Time Intermittent
- Full Time Provisional
- Part-time Permanent
- Part Time Intermittent
- Part Time Provisional

<table>
<thead>
<tr>
<th>List Top Candidates in Rank Order</th>
<th>Sex</th>
<th>Race</th>
<th>Veteran Status</th>
<th>Other</th>
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<tbody>
<tr>
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<td>5.</td>
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</tr>
</tbody>
</table>

Briefly describe why the prospective offeree was selected as the best candidate for the position:

---

(Attach a separate sheet if additional space is needed)
Statement of Compliance

I hereby certify that the above information is accurate to the best of my knowledge and complies with Ohio University's Affirmative Action Policy in letter and spirit.

INTERVIEWERS:

Names (Please print or type)                                    Signatures

DEPARTMENT HEAD: (Please print or type)

Name                                  Signature

Title                                  Date

Department

STATEMENT OF REVIEW
UNIVERSITY PERSONNEL SERVICES

I have reviewed the above report and supporting documents, and I am in agreement that Ohio University's Affirmative Action Policy requirements have been satisfied.
OHIO UNIVERSITY POLICY & PROCEDURE

TRANSFER AND PROMOTION FOR CLASSIFIED EMPLOYEES

PURPOSE: To provide a uniform policy and procedure for posting and advertising of vacancies in classified positions at the University. This policy does not apply to any positions covered by a collective bargaining agreement.

POLICY: It is the policy of Ohio University to inform classified employees of transfer and promotional opportunities through Departmental and University-wide postings when a vacancy occurs.

Departmental/Planning Unit (DPU) Managers will give first consideration to those qualified applicants currently employed in the DPU where the vacancy occurred. If the position cannot be filled from within the internal posting process, then the vacancy will be posted University-wide for current University employees.

UPS will post and advertise the position for external applicants, if the vacancy cannot be filled from a University-wide posting.

The only employees eligible to apply for a transfer or promotion are full-time and part-time permanent employees. A transfer under this policy is limited to one (1) per employee during any one (1) year period. An employee is eligible to be promoted after satisfactorily completing the probationary period.

Transfers resulting from reorganizations to avoid layoffs will take precedence over this policy.

I. Definitions:

A. **Posting** - A publicly displayed statement of a vacancy notifying internal employees of the position and when the examination(s) (where applicable) will be given. The posting will include the job classification, minimum qualifications, department, working hours, pay grade, a brief description of duties (including essential functions), responsibilities, testing and practical (if applicable), and deadline date for applying.

B. **Transfer** - The movement of an employee to a vacancy in the same classification and/or pay grade but in a different location.

C. **Promotion** - The appointment of an employee to a different classification which is assigned a higher pay range than the previous position.

D. **Limited Access Posting** is where a long term list of eligible candidates have been ranked without notice of a vacancy to establish a pool of candidates for a particular classification for a specified period of time (up to two [2] years).
PURPOSE: To provide a uniform policy and procedure for posting and advertising of vacancies in classified positions at the University. This policy does not apply to any positions covered by a collective bargaining agreement.

POLICY: It is the policy of Ohio University to inform classified employees of transfer and promotional opportunities through Departmental and University-wide postings when a vacancy occurs.

Departmental/Planning Unit (DPU) Managers will give first consideration to those qualified applicants currently employed in the DPU where the vacancy occurred. If the position cannot be filled from within the internal posting process, then the vacancy will be posted University-wide for current University employees.

UPS will post and advertise the position for external applicants, if the vacancy cannot be filled from a University-wide posting.

The only employees eligible to apply for a transfer or promotion are full-time and part-time permanent employees. A transfer under this policy is limited to one (1) per employee during any one (1) year period. An employee is eligible to be promoted after satisfactorily completing the probationary period.

Transfers resulting from reorganizations to avoid layoffs will take precedence over this policy.

I. Definitions:

A. **Posting** - A publicly displayed statement of a vacancy notifying internal employees of the position and when the examination(s) (where applicable) will be given. The posting will include the job classification, minimum qualifications, department, working hours, pay grade, a brief description of duties (including essential functions), responsibilities, testing and practical (if applicable), and deadline date for applying.

B. **Transfer** - The movement of an employee to a vacancy in the same classification and/or pay grade but in a different location.

C. **Promotion** - The appointment of an employee to a different classification which is assigned a higher pay range than the previous position.

D. **Limited Access Posting** is where a long term list of eligible candidates have been ranked without notice of a vacancy to establish a pool of candidates for a particular classification for a specified period of time (up to two [2] years).
E. **An Open Posting** is where a short term eligibility list will be created from a posting for a specific position and will be terminated after the vacancy has been filled.

II. **Minimum Qualifications** - All applicants must meet each of the following minimum qualifications:

A. Must have completed the probationary period for current full-time or part-time permanent position held.

B. Must have a satisfactory attendance rating on the most recent performance evaluation.

C. Must have received at least a satisfactory overall rating on the most recent performance evaluation.

D. Must meet each of the minimum requirements for the posted vacancy.

III. **Procedures for Transferring or Promoting Employees.**

A. **Notice of Vacancy**

1. When a vacancy occurs within a Department, University Personnel Services (UPS) must be contacted to review and determine the appropriate job classification, pay grade, and if the position will be filled through a Limited Access Posting or an Open Posting.

2. UPS will prepare the job posting in cooperation with the DPU Manager. The DPU areas will remain as established on the effective date of this policy.

3. The notice of vacancy will be posted on the DPU bulletin board, and circulated within the DPU by the DPU Manager for a period of three (3) working days.

4. All interested employees must apply to UPS by completing the "Request for Transfer and Promotion Form" by telephone or in person (see Attachment A).

5. UPS will post the notice of vacancy University-wide, upon request of the DPU Manager, if UPS receives less than three (3) qualified applicants from within the DPU.

6. All University-wide positions will be posted on the UPS Bulletin Board for a period of three (3) working days.
B. Testing/Practicals

1. The hiring department will supply technical questions to UPS (for areas where employment tests have not been developed).

2. UPS will be responsible for developing, and conducting the appropriate examination(s).
   a. Provisions will be made to accommodate applicants with protected disabilities in accordance with state and federal law.
   b. Any questions, concerns, or complaints regarding testing must be directed to UPS.
   c. Test results for full or part-time permanent positions will be valid for a one (1) year period from the date the test was taken.

3. If the hiring department decides that a departmental examination or practical is to be administered, both must be approved by UPS.

C. Screening and Ranking Process

1. UPS will screen all applicants to determine if they meet the minimum qualifications for a transfer or a promotion. Only those applicants who meet the minimum criteria will continue in the hiring process.
   a. Candidates seeking a transfer will be considered without additional testing except when a practical is required.
   b. Candidates seeking a promotion must be tested by UPS, where appropriate and may be subject to a practical.
   c. A medical evaluation may be required when a employee has been promoted to a new position which requires different or increased physical qualifications.

2. If UPS received at least three (3) acceptable applicants from within the DPU, the vacancy will be filled from within that DPU by transferring or promoting an employee.

3. If there are less than three (3) internal applicants from the DPU, the vacancy may be posted University-wide. The process outlined in this section will be repeated.
4. Candidates will be ranked according to the test and interview results, efficiency, experience, and seniority in service.

5. UPS will assist the hiring department in coordinating and conducting the structured interviews.

D. Selection Process

1. UPS will notify the hiring department head (or designee) of the three (3) top ranked candidates.

2. The department head (or designee) making the selection may recommend the top-ranked candidate without an interview, or interview all three (3) and select one (1).

3. The hiring department must complete and submit to UPS the Personnel Action Report Summary showing the rank order and selection criteria used in the selection process. (See Attachment B, Parts I and II.)

E. Hiring Offer

1. UPS is the only authorized representative to make an official hiring offer.
   a. When there is nonconcurrence, UPS will advise the department head of the reasons and consult with the department head to achieve a resolution.
   b. If there is concurrence, UPS will make the offer as described in the Personnel Action Summary Report.

2. UPS will make the hiring offer, confirm an acceptance in writing, establish the effective date to report to the new department, and schedule the employee for a physical examination if appropriate.
Attachment A

Request for Transfer or Promotion Form

POSITION APPLIED FOR:

Position Title
Department/ Location
Bargaining Unit Position
Type of Request

APPLICANT DATA:

Name
Social Security Number
Department
Home Telephone Number
Work Telephone Number
Address

Your completed job application will serve as a criteria in determining eligibility for this position. Supplemental information may be attached. Information showing that you meet all of the minimum qualifications as stated in the Notice of Vacancy must appear on or with the application to assure its approval. Additional information may not be accepted after this posting terminates.

Applicant Signature ___________________________ Date _____________
Personnel/Action: ___________________________ Remarks: _____________

Taken By ___________________________ Date _____________ Time _____________
Classification: Clerical Operating Technical

342
Personnel Action Report Summary

This report is to be completed and forwarded to University Personnel Services (UPS) by all department heads prior to the extension of an offer for employment by UPS. The purpose is to provide a uniform/fair and consistent procedure for the review of prospective employees for classified staff positions. To expedite the hiring review process, this form must be completed in full.

Position Title ____________________________ Department ____________________________

Date position was posted by UPS ____________________________ Proposed Starting Date ____________________________

Types of Employment:

- Full-Time Permanent
- Full Time Intermittent
- Part-time Permanent
- Part Time Intermittent
- Full Time Provisional
- Part Time Provisional

List Top Candidates in Rank Order

1. ____________________________________________ Sex ______ Race ______ Veteran Status ______ Other ______

2. ____________________________________________ Sex ______ Race ______ Veteran Status ______ Other ______

3. ____________________________________________ Sex ______ Race ______ Veteran Status ______ Other ______

4. ____________________________________________ Sex ______ Race ______ Veteran Status ______ Other ______

5. ____________________________________________ Sex ______ Race ______ Veteran Status ______ Other ______

Briefly describe why the prospective offeree was selected as the best candidate for the position:

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

(Attach a separate sheet if additional space is needed)
Attachment B
Part II

Statement of Compliance

I hereby certify that the above information is accurate to the best of my knowledge and complies with Ohio University's Affirmative Action Policy in letter and spirit.

INTERVIEWERS:

Names (Please print or type)    Signatures

________________________________________
________________________________________
________________________________________
________________________________________
________________________________________
________________________________________

DEPARTMENT HEAD: (Please print or type)

Name                        Signature

Title                      Date

Department

STATEMENT OF REVIEW
UNIVERSITY PERSONNEL SERVICES

I have reviewed the above report and supporting documents, and I am in agreement that Ohio University's Affirmative Action Policy requirements have been satisfied.

Signature                        Date
Mrs. Eufinger presented and moved approval of the resolution. Ms. Turoczy seconded the motion. All agreed.

CONTINUATION OF RETIREMENT CENTER LAND LEASE

RESOLUTION 1992 -- 1238

WHEREAS, the Ohio University Board of Trustees adopted RESOLUTION 1991-1170 in June 1991, designating Highpointe Retirement Village, Inc. as the authorized developer of a retirement center at The Ridges until June 30, 1992, and

WHEREAS, the planning for the development of the retirement center by Highpointe Retirement Village, Inc. is proceeding satisfactorily,

NOW, THEREFORE, BE IT RESOLVED that the Ohio University Board of Trustees hereby extend the period of authorization until June 30, 1993, for under the same terms and conditions as set forth in Resolution 1991-1170.
DATE: May 11, 1992

TO: The President and Board of Trustees

FROM: John F. Burns

SUBJECT: Extension of authorization of Highpoint Retirement Village, Inc. as the authorized developer of a retirement center at the Ridges until June 10, 1993.

At last year's June meeting, the Board of Trustees adopted Resolution 1991-1170 designating Highpoint Retirement Village, Inc. as the authorized developer of a retirement center on a 17 acre site at the Ridges, and authorized the President to make certain financial commitments and arrangements with the developer.

The planning for the retirement center has proceeded slowly but satisfactorily; and the University staff has recommended to the President that Highpoint Development Village, Inc. be granted an extension of one year to June 30, 1993 to proceed with the final stages of planning and lease negotiations.

A brief update will be provided to the Board of the planning for the retirement center and the staff will be available to answer any questions. Also, the attached resolution is for your review for the board meeting.

Thank you.

JFB:vsp

cc: Mr. Alan H. Geiger, Secretary to the Board
    Mr. William L. Kennard, Treasurer
B. EDUCATIONAL POLICIES COMMITTEE

Acting Committee Campbell reported the committee met on Friday and considered matters to be presented to the Board.
Dr. Konneker presented and moved approval of the resolution. Mr. Hodson seconded the motion. The motion passed.

REGIONAL COORDINATING COUNCIL APPOINTMENT

RESOLUTION 1992 -- 1239

BE IT RESOLVED by the Board of Trustees of Ohio University that the following roster of persons be appointed to membership on the Coordinating Councils for the following Regional Campuses of Ohio University:

OHIO UNIVERSITY-CHILLICOTHE

Judith H. Benson For a two-year term beginning June 6, 1992, and ending at the close of business June 30, 1994, vice John Degnan, who resigned.

OHIO UNIVERSITY-LANCASTER


OHIO UNIVERSITY-ZANESVILLE

Monroe D. Dowling, Jr. For a nine-year term beginning June 6, 1992, and ending at the close of business June 30, 2001, vice Rex F. Kieffer, Jr., whose term expired.
Judith Herlihy Benson (Mrs. Ronald N.)
164 Church Street
Chillicothe, Ohio 45601
614-773-1859
Housewife and Bookkeeper for Ronald N. Benson, D.D.S. Inc.

Vital Statistics:
Born June 20, 1934 in Chillicothe, Ohio.
Graduated in 1952 from Chillicothe High School.
Attended the University of Cincinnati 1952-53.
Graduated from the Ohio State University in 1956 with a B.S. in Education.
Married Ronald N. Benson in August 1956.
Mother of 7 children (1 is deceased).
Grandmother of 13 grandchildren (all under age 7½).
Past President of Ross County Easter Seal Society.
Served as Secretary and Board member of Ross County Board of Mental Retardation for 16 years.
Served on the Board of Medical Center Hospital.
Served on the Women's Board of Medical Center Hospital.
Past member of Junior Civic League, Chillicothe.
Member of St. Peter's Catholic Church.
Served on St. Peter's Parish Council.
ROBERT C. WOLFINGER, JR.
450 HILLTOP DRIVE
LANCASTER, OHIO 43130-3402
(614) 653-8229

EMPLOYMENT:
BancOhio National Bank
148 West Main Street
Lancaster, Ohio 43130-0628
(614) 687-1890

POSITION:
Area President
and
District Executive
Lancaster District

JOB HISTORY WITH BANCOHIO:

<table>
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<th>Month</th>
<th>Year</th>
<th>Position</th>
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<tr>
<td>June</td>
<td>1972</td>
<td>Teller Trainee, Lancaster Area</td>
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<tr>
<td>January</td>
<td>1974</td>
<td>Loan Officer, Lancaster Area</td>
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<tr>
<td>January</td>
<td>1976</td>
<td>Assistant Vice President, Lancaster Area</td>
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<tr>
<td>April</td>
<td>1980</td>
<td>V.P. &amp; Senior Lender, Lancaster Area</td>
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<tr>
<td>October</td>
<td>1983</td>
<td>V.P. Corporate Banking/Ohio Division/Columbus</td>
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<tr>
<td>December</td>
<td>1986</td>
<td>Area President, Lancaster Area</td>
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EDUCATION:
Bachelor Degree, Ohio University - 1980
BancOhio Commercial Lending School - 1980
Ohio Bankers Association - Consumer Credit School - 1976
Ohio Bankers Association - School of Banking - 1979
Stonier Graduate School of Banking - 1984
American Banking Association - Business of Banking School - 1991

MEMBERSHIPS:
BUSINESS: American Institute of Banking - Past Chapter President
Ohio Bankers Association
Robert Morris Associates - Past Columbus Group Chairman
Institute of Management Accountants
The Newcomen Society of the United States

COMMUNITY: Cameo Concerts, Inc. - Financial Director
Fairfield County Economic Development Committee - Chairman
Fairfield County Heritage Association
Fairfield County Regional Planning Commission - Board Member
Lancaster Chorale - Vice President
Lancaster Community Improvement Corporation - President
Lancaster Country Club - Past President
Lancaster-Fairfield Charities Newales
Lancaster-Fairfield Community Hospital - Vice Chairman
Lancaster-Fairfield County Chamber of Commerce - Vice President
Lancaster Rotary Club - Board Member
Ohio Cooperative Extension Service - Advisory Committee
Shaner-Nusbaum Committee - Board Member
United Way of Fairfield County - Vice Chairman

5/11/92
CURRICULUM VITAE

NAME: Monroe D. Dowling, Jr., M.D.
DATE OF BIRTH: February 22, 1934
BIRTHPLACE: New York, N.Y.

MARITAL STATUS: Married

HOME ADDRESS: 6810 Layman Drive, Nashport, Ohio 43830
TEL. #: 614-454-1011

OFFICE ADDRESS: Medical Arts Building I, 1246 Ashland Avenue, Zanesville, Ohio 43701
TEL. #: 614-454-4454

COLLEGES OR UNIVERSITIES ATTENDED

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<th>COLLEGE/UNIVERSITY</th>
<th>DEGREE AWARDED</th>
<th>YEAR</th>
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<td>M.D.</td>
<td>1960</td>
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MEDICAL LICENSES:

New York.......1964 Michigan........1968
California......1964 Nebraska........1976
Ohio.............1989

BOARD CERTIFICATION:

National Board of Medical Examiners, 1961
Board Eligible: Internal Medicine
Medical Oncology

HOSPITAL APPOINTMENTS:

Intern, University of Colorado Medical Center, Colorado General Hospital, Denver, Colorado, July 1, 1960-June 30, 1961
Resident, Internal Medicine, Henry Ford Hospital, Detroit, Michigan, July 1, 1961-June 30, 1962: July 1, 1964- June 30, 1966
Clinical Research Trainee, Dept of Medicine (Medical Oncology) Memorial Hospital for Cancer and Allied Diseases, July 1, 1966- June 30, 1967
Senior Clinical Trainee, Dept of Medicine (Medical Oncology) Memorial Hospital for Cancer and Allied Diseases, July 1, 1967 - June 30, 1968
Fellow in Medicine, Cornell University Medical College, July 1, 1966 - June 30, 1968
Clinical Assistant Physician, Dept. of Medicine (Medical Oncology) Memorial Hospital for Cancer and Allied Diseases, July 1, 1968 - June 30, 1971
Assistant Attending Physician, Hematology Service, Memorial Hospital for Cancer and Allied Diseases, July 1, 1971 - January 14, 1977
Director, Out-Patient Hematology Clinic, Memorial Hospital for Cancer and Allied Diseases, November 1, 1971 - January 14, 1977
Lincoln General Hospital, February 1, 1977...February, 1989
Bryan Memorial Hospital, February 1, 1977...February, 1989
St. Elizabeth Community Health Center, February 1, 1977...Feb. 1989
CURRICULUM VITAE - Monroe D. Dowling, Jr., M.D.

Consultant VA Hospital, Lincoln, Nebraska, February 1, 1977...February, 1989
Chairman Dept Of Medicine, St. Elizabeth Community Health Center January 1989 - implemented Quality Assurance Program
Medical Director, Goldcrest Retirement Center, March 1987...Feb. 1989
Bethesda Hospital, Zanesville, Ohio.... March, 1989
Asst. Chairman, Dept. of Medicine 1991
Good Samaritan Hospital, Zanesville, Ohio....March, 1989
Medical Director, Skilled Nursing Unit, 1989-1991
Medical Director, Good Samaritan Cancer Center of Southeastern Ohio, '1989...

RESEARCH & TEACHING APPOINTMENTS:
Research Fellow, Sloan-Kettering Institute for Cancer Research, July 1, 1967 - June 30, 1969
Instructor in Medicine, Cornell University Medical College, July 1, 1968 - June 30, 1972
Assistant Professor of Medicine, Cornell University Medical College, July 1, 1972 - January 14, 1977
Associate Sloan-Kettering Institute for Cancer Research, July 1, 1975 - January 14, 1977
Assistant Professor of Medicine, University of Nebraska, July 1, 1982 to March, 1989
National Surgical Adjuvant Breast & Colon Program, Principal Investigator

MEMBERSHIP IN MEDICAL & SCIENTIFIC SOCIETIES:
American Federation for Clinical Research
American Medical Association
American Society of Clinical Oncology, Inc.
American Association for Cancer Research
American Association for the Advancement of Science
Association of Community Cancer Centers
Medical Society of the State of New York
Medical Society of the County of New York
National Medical Association
Nebraska Medical Association
Lancaster County Medical Association
Muskingum County Medical Academy
Nebraska Cancer Control Program - Chairman Technical Work Committee Evaluation of the State-of-the-Art Treatment Availability 1988
Nebraska Lymphoma Study Group
Southwestern Oncology Group - Member
CURRICULUM VITAE - Monroe D. Dowling, Jr. M.D.

MILITARY SERVICE:
Lieutenant (MC) USNR
United States Navy Reserve, February, 1950 - April, 1966
Active Duty, July 1, 1962 - June 30, 1964 CONUS

COMMUNITY CIVIC ORGANIZATIONS:
Rotary International - Board Member, 1984-86, President 1987-88
   Rotary International Service Award, 1988
Lincoln Foundation - Member at Large
President's Council - Union College, Lincoln, Nebraska
KUCV (FM Radio) - Community Advisory Board
Pine Lake Golf & Tennis Association - Board Member & Vice President
   1977 to 1989
Lied Center for Performing Arts - State Advisory Committee
   Lincoln, Nebraska
American Cancer Society, Medical Trustee, Ohio Division, 1990
St. James Episcopal Church, Member of Vestry, 1990
Mr. Hodson presented and moved approval of the resolution. Mr. Schey seconded the motion. President Ping noted at least one of the proposed members is now unable to serve and that additional nominations would be presented later for Board consideration. Approval was unanimous.

OHIO UNIVERSITY MUSEUM BOARD OF DIRECTORS
APPOINTMENTS

RESOLUTION 1992 -- 1240

WHEREAS, the Ohio University Board of Trustees did adopt at its January 25, 1992, meeting, a mission statement for a museum of American art to be located in the administration building on The Ridges, and

WHEREAS, the Ohio University Board of Trustees did authorize a governance structure consisting of ex-officio members and nine voting members, with three year terms and eligible for re-election, to guide the museum through its early stages of development.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors shall always have among its members Edwin L. Kennedy or a member of his family, a Native American with an understanding of the educational significance of the Southwest Native American Collection, and an Ohio University alumnus who is a professional artist.

BE IT FURTHER RESOLVED, that in addition to these positions, the other six members of the Board of Directors should bring to the board one or more of the following credentials: professional expertise in one of the museum collections, professional recognition in the national artistic and museum communities, and ability to help guide the philanthropic endeavor on behalf of the museum.

The following nine members are proposed for the Board of Directors:

Marion P. Alden
Elizabeth C. Baker
John B. Gerlach (Bernie)
Foster Harmon
Edwin L. Kennedy
Maya Lin
Donald Roberts
Sue Wall
Native American Southwest Educator
Mr. Campbell presented and moved approval of the resolution. Mr. Hodson seconded the motion. The motion passed.

UNIVERSITY PROFESSORSHIPS

RESOLUTION 1992 -- 1241

WHEREAS, designation of the title "University Professor" is reserved on a yearly basis for those faculty who are chosen by students as outstanding classroom teachers, and

WHEREAS, the University Professor Selection Committee makes recommendations of six outstanding teachers each year who are to receive this title, and

WHEREAS, several faculty have been so recognized on more than one occasion,

THEREFORE, BE IT RESOLVED that faculty members who are chosen as University Professor for the fifth time be awarded the permanent title, "University Professor," that they be recognized through a significant adjustment to their base salary, and that they be encouraged to be involved in all forums which focus on teaching excellence and matters related to the improvement of teaching and learning at Ohio University.
May 20, 1992

TO: Charles J. Ping, President
FROM: James L. Bruning, Provost
SUBJECT: University Professor

I take a great deal of pleasure in recommending that the following resolution be taken to the Board of Trustees for official action. Ohio University has long recognized outstanding teachers at the departmental, college and university level. This special recognition through Board action provides a way to reward those who have been consistently outstanding as classroom teachers.

JLB/bb

Enclosure
C. BOARD-ADMINISTRATION COMMITTEE

Committee Chairman Schey reported the Committee met on Friday to consider matters to be presented to the Board.
ELECTION OF OFFICERS AND PRESIDENT

a. Election of Chair

Dr. Strafford presented and moved approval of the resolution. Mr. Campbell seconded the motion. All agreed.

RESOLUTION 1992 -- 1242

RESOLVED that Ralph E. Schey be elected Chair of the Board of Trustees for the year beginning July 1, 1992, and ending June 30, 1993.

b. Election of Vice Chair

Mr. Schey presented and moved approval of the resolution. Mr. Hodson seconded the motion. All agreed.

RESOLUTION 1992 -- 1243

RESOLVED that Charlotte C. Eufinger be elected Vice Chair of the Board of Trustees for the year beginning July 1, 1992, and ending June 30, 1993.

c. Election of Treasurer

Mrs. Eufinger presented and moved approval of the resolution. Mr. Leonard seconded the motion. All agreed.

RESOLUTION 1992 -- 1244

RESOLVED that William L. Kennard be elected Treasurer of Ohio University for the year beginning July 1, 1992, and ending June 30, 1993.

d. Election of Secretary

Mr. Hodson presented and moved approval of the resolution. Mr. Campbell seconded the motion. All agreed.

RESOLUTION 1992 -- 1245

RESOLVED that Alan H. Geiger be elected Secretary of the Board of Trustees for the year beginning July 1, 1992, and ending June 30, 1993.
e. Election of President

Dr. Strafford presented and moved approval of the resolution. Mr. Schey seconded the motion. All agreed.

RESOLUTION 1992 -- 1246

RESOLVED that Charles J. Ping be elected President of Ohio University for the year beginning July 1, 1992, and ending June 30, 1993.
Dr. Strafford presented and moved approval of the resolution. Dr. Konneker seconded the motion. All agreed.

TRUSTEE PROFESSORSHIP

RESOLUTION 1992 -- 1247

WHEREAS, the Board of Trustees has recognized faculty/administrators who have served the university well in years past by the conferring of the title Trustee Professor, and

WHEREAS, in addition to his continuing role as Shakespearean scholar and teacher, Dean Crowl has provided campus-wide support for student advising, exploratory students, and the recognition and encouragement of teaching, and

WHEREAS, throughout his career at Ohio University, Dean Crowl has championed and advanced the general education program of the University,

WHEREAS, Dean Crowl has provided spirit and direction for the Alumni College,

NOW, THEREFORE, BE IT RESOLVED that in recognition of his outstanding service and as a mark of the esteem in which he is held, the Board of Trustees of Ohio University confers upon Dean Crowl the title of Trustee Professor of English Literature.
Dr. Strafford presented and moved approval of the resolution. Mr. Schey seconded the motion. The motion passed.

MEETING DATES FOR SUCCEEDING YEAR

Designation of Stated Meeting Dates for Year Beginning
July 1, 1992, and Ending June 30, 1993

RESOLUTION 1992 -- 1248

RESOLVED that the following dates, which are a Friday and Saturday, be designated the stated meeting dates for the year beginning July 1, 1992, and ending June 30, 1993, with committee scheduled the preceding day.

October 10, 1992 Athens Campus (Committees meet on October 9)
January 30, 1993, Athens Campus (Committees meet on January 29)
April 17, 1993, Athens Campus (Committees meet on April 16)
June 26, 1993, Zanesville Campus (Committees meet on June 25 at the Belmont Campus)

RESOLVED further that, if committees dictate, the Board-Administration Committee be authorized to change the date of the stated meeting.
President Ping presented and read a certificate of appreciation recognizing Chairman Strafford's good leadership as Board Chair. Mr. Schey moved approval of the certificate. Mr. Hodson seconded the motion. All agreed.

RESOLUTION 1992 — 1249

OHIO UNIVERSITY

June 6, 1992

CERTIFICATE OF APPRECIATION

presented to

J. CRAIG STRAFFORD, M.D.
Chair of the Board of Trustees

FOR careful attention to the responsibilities of the Board Chair,

FOR your dedication to the mission of the University and its special role in southeastern Ohio,

FOR your conduct of Board meetings, your sense of purpose which makes the work of the Trustees move with direction and dispatch,

FOR that personal warmth and dedication to the University which have engendered our affection and respect,

WE affirm our appreciation.

Conferred as a Mark of Esteem by the President and the Board of Trustees of Ohio University.
VIII. ANNOUNCEMENT OF NEXT STATED MEETING

Secretary Geiger reported the next stated meeting is to be held on the Athens campus on Friday, October 9, 1992, and Saturday, October 10, 1992.

IX. GENERAL DISCUSSION - CALL OF MEMBERS

Members, in turn, said their "goodbyes" to Vice President for University Relations Martha A. Turnage and thanked her for her many contributions to the campus and the community. Each thanked retiring Chair J. Craig Strafford for the good effort he gave to the work of the Board. All expressed appreciation for the activities of the regional campuses, their faculty, staffs, and the overall regional campus direction provided by Jim Bryant. Appreciation was offered to Taskforce Chair Bush and committee members for their efforts on behalf of the future of the university.

Mr. Hodson, also a Taskforce member, thanked Provost Jim Bruning and his staff for their support of the study effort.

Mr. Schey commented that because of Vice President Turnage's focus on campus signage he now has a greater appreciation for all good signage.

Chairman Strafford commented he both enjoyed and appreciated his opportunity to be of service to the Board and university. He noted his academic career began at a university regional campus and that it is critical we not overlook the special educational needs of many Southeastern Ohio youngsters.

X. ADJOURNMENT

Determining there was no further business to come before the Board, Chairman Strafford adjourned the meeting at 4:00 p.m.

XI. CERTIFICATION OF SECRETARY

Notice of this meeting and its conduct was in accordance with Resolution 1975--240 of the Board, which resolution was adopted on November 5, 1975, in accordance with Section 121.22(F) of the Ohio Revised Code and of the State Administration Procedures Act.

J. Craig Strafford  
Chairman

Alan H. Geiger  
Secretary