

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

**Thursday, April 15 and Friday, April 16, 1999**

**Ohio University, Athens Campus**

**THE OHIO UNIVERSITY BOARD OF TRUSTEES**  
**MINUTES OF April 16, 1999 MEETING**

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## **I. ROLL CALL**

Eight members were present: Patricia A. Ackerman; Chairman Gordon F. Brunner; Charles R. Emrick, Jr.; N. Victor Goodman; Brandon T. Grover; M. Lee Ong; Jacqueline Romer-Sensky and Robert D. Walter. This constituted a quorum. Trustee Paul Leonard was not present for the last meeting of his appointment.

Student Trustees Michelle Miller and Erik Roush also attended. This was Mr. Roush's last meeting as a student trustee.

President Robert Glidden and Secretary Alan H. Geiger were also present.

## **II. APPROVAL OF THE MINUTES OF THE MEETING OF February 12, 1999 (Previously distributed)**

Mr. Grover moved approval of the previously distributed minutes. Mr. Goodman seconded the motion. All agreed.

## **III. COMMUNICATIONS, PETITIONS, AND MEMORIALS**

Secretary Geiger reported there were none

## **IV. ANNOUNCEMENTS**

Secretary Geiger stated correspondence had been received by Trustees and others regarding development matters and that he was attempting to respond on behalf of the Trustees.

## **V. REPORTS**

Reports were given as a part of committee meetings and are recorded therewith.

## VI. UNFINISHED BUSINESS

Chairman Brunner raised the matter of a first-year student computer requirement and his belief in the importance of technology and information engineering to the future success of our students. Mr. Roush concurred with the need for such a requirement but hoped, if implemented, the University could provide some financial assistance. Dr. Ackerman commented our students come from a technical environment and as such have expectations of their university education and us. Mrs. Romer-Sensky stated she sensed a Trustee consensus to implement such a requirement and that she concurred with the effort. Mr. Walters stated the personal computer was an essential learning tool and that now was the time to make a commitment to this requirement. Ms. Miller noted the importance of helping students and parents in some way with the financial implications of this requirement. Mrs. Ong indicated she liked the requirement and wanted to set a specific date for implementation. Mr. Brunner commented that the computer is such an integral part of the learning process and that the Trustees seemed to share this belief that the institution should move forward with this requirement. He then asked, on behalf of the Trustees, that President Glidden move to implement a first-year student computer requirement no later than September 1, 2001, and sooner if possible, given the opportunity to communicate this requirement to incoming students and their parents.

Mr. Brunner closed by noting the Trustees believe the freshman computer requirement is a necessary step to insure the marketability of our graduates. As the nation and world move to expanded uses of technology and information, it is imperative that this university properly prepares its students for the future. We collectively see this as a means of maintaining and enhancing the quality of Ohio University.

Prior to the conclusion of unfinished business, Provost Brehm provided additional information from her Friday morning budget update to the Trustees. During the morning session, the Provost provided an outline of the Fiscal Year 1999-2000 budget, citing an estimate of new revenues and projected expenditure items and noting that a budgetary emphasis had been given to increasing scholarships. From the morning session Trustees asked the Provost to provide a comparison of the percentage increases for continuing and new expenditures. Copies of the Provost's presentation materials are included with the official minutes. Trustees concluded by asking for continued discussion of budgetary matters so they could reflect on institutional choices and priorities in selected areas.

On another matter, Chairman Brunner indicated the Trustees would receive a report on the imaging survey at the June meetings.

## VII. NEW BUSINESS

Committee Chairman Brunner reported all committees had met as a committee-of-the-whole and that each committee would report in turn beginning with the Budget Finance and Physical Plant Committee. Before receiving committee reports the chairman thanked Trustee Grover and Assistant to the President William Smith for their updates on the recent NCAA Self-Study and Provost Brehm and Associate Provost Douglas Lawrence for their summary report on information technology and strategic planning. A copy of each report is included with the official minutes. The chairman thanked John Kotowski for arranging the tour of Templeton-Blackburn Memorial Auditorium and pending capital improvement projects.

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

Chairwoman Ackerman thanked those for presenting matters to her committee and reviewed resolutions to be presented to the Trustees for action.

On a motion by Dr. Ackerman, with a second by Mr. Emrick, all Trustees voted aye to approve the following resolutions:

- Chubb Hall Window Replacement – Approval of Plans & Specifications – Res. 1999 -- 1639
- Ellis Hall Partial Renovation – Approval of Plans & Specifications – Res. 1999 -- 1640
- Shannon Hall Laboratory Renovation and Expansion – Phase I – Approval to Hire A Consultant – Res. 1999 -- 1641
- Bennett Hall Rehabilitation – Phase IV (Chillicothe) – Approval to Hire A Consultant Res. 1999 -- 1642
- Conference Center – Building #16 – The Ridges – Approval to Hire A Consultant Res. 1999 -- 1643
- Brasee Hall 4<sup>th</sup> Level (Lancaster) – Approval of Plans & Specifications – Res. 1999 -- 1644
- Herrold Hall HEMS Renovation/Greenhouse (Lancaster) – Approval of Plans & Specifications – Res. 1999 -- 1645
- Bentley Hall Addition and Renovation – Approval of Plans & Specifications – Res. 1999 -- 1646

On a separate motion by Dr. Ackerman, with a second by Mr. Emrick, Trustees unanimously voted to approve the following resolution:

- Library Annex Naming – Res. 1999 -- 1647

# **APPROVAL OF PLANS AND SPECIFICATIONS FOR THE CHUBB HALL WINDOW REPLACEMENT PROJECT**

## **RESOLUTION 1999— 1639**

**WHEREAS**, the 121<sup>st</sup> General Assembly, Regular Session, has introduced and approved Amended House Bill Number 748, and

**WHEREAS**, Amended House Bill Number 748 included \$4,103,593 for basic renovation projects of which \$200,000 has been earmarked for the replacement of windows in Chubb Hall, and

**WHEREAS**, the Ohio University Board of Trustees did, at their regular meeting of September 28, 1996, authorize the selection of an architectural consultant for the basic renovation project , and

**WHEREAS**, Ohio University did select the firm of Shremshock Architects, Inc. as the associate architect for the Chubb Hall Window Replacement Project, and

**WHEREAS**, final plans and specifications have been prepared and are ready for the advertisement of construction contracts,

**NOW, THEREFORE, BE IT RESOLVED** that the Ohio University Board of Trustees does hereby approve the plans and specifications for the Chubb Hall Window Replacement Project.

**BE IT FURTHER RESOLVED** that the Ohio University Board of Trustees does hereby authorize the advertisement and receipt of bids on the Chubb Hall Window Replacement Project, and does empower the President or his designee to accept and recommend the award of construction contracts provided total bids do not exceed available funds.

CHUBB9901.RES



Vice President  
for Administration

Cutler Hall 209  
Athens OH 45701-2979  
614-593-2556



OHIO UNIVERSITY

March 23, 1999

Dr. Robert Glidden  
President  
Ohio University  
Cutler Hall

Dear Bob,

John Kotowski has been working with Schremshock Architects, Inc. to do renovation planning for Chubb Hall window replacement. The project will be funded from a Basic Renovation appropriation of \$200,000.

The plans are complete for replacing windows on the west side of Chubb Hall. John seeks authorization to bid the project.

I recommend approval.

Sincerely,

Gary North  
Vice President for Administration

2000-03-23

MAR 24 1999

# INTEROFFICE MEMORANDUM

**OHIO UNIVERSITY**  
FACILITIES PLANNING OFFICE  
Building 19, The Ridges  
Athens, Ohio 45701  
TELEPHONE: (740) 593-2727  
FAX: (740) 593-4081

**John Kotowski**   
*Director, Facilities Planning and Construction*  
E-MAIL: kotowski@oak.cats.ohiou.edu

TO: Dr. Gary B. North, Vice President for Administration

DATE: March 16, 1999

SUBJECT: APPROVAL OF PLANS AND SPECIFICATIONS AND  
RECOMMENDATION OF CONTRACT AWARD FOR  
CHUBB HALL WINDOW REPLACEMENT

Amended House Bill No. 748, the State's capital improvements bill for FY 1997-1998, was introduced and approved by the 121<sup>st</sup> General Assembly. This bill included \$4,103,593 for basic renovation projects on Ohio University's Athens Campus. The University identified \$200,000 of this appropriation for the replacement of windows in Chubb Hall. This office, working with Facilities Management, has hired Shremshock Architects, Inc. to develop construction documents to begin a systematic replacement of the existing wood windows. The documents that have been developed focus on the west side of the building. The intent will be to replace all windows in the building over several phases. The windows on the west side of the building are in the poorest shape and are therefore the focus of this first phase.

This project is ready for advertisement to seek construction bids. It is the goal of this office to begin construction in June, 1999. In order that I may proceed, I have enclosed a resolution for consideration by the Board of Trustees at their April 15, 1999 meeting which seeks approval of construction documents and provides authority to receive bids and recommend award of contracts so long as total bids do not exceed available funding.

Page Two  
Dr. Gary B. North  
March 16, 1999

I will provide you with a set of construction documents early the week of April 12, 1999 for use at the board meeting. If I can be of further assistance or provide additional information regarding this matter, please let me know.

JKK/slw/CHUBB9902.GBN

enclosure

pc: Dr. Sharon S. Brehm  
Ms. Pamela W. Callahan

# **APPROVAL OF CONSTRUCTION DOCUMENTS FOR ELLIS HALL PARTIAL RENOVATION**

## **RESOLUTION 1999— 1640**

**WHEREAS**, the 122<sup>nd</sup> General Assembly, Regular Session, has introduced and approved Amended Substitute House Bill Number 850, and

**WHEREAS**, Amended Substitute House Bill 850 includes funding totaling \$400,280 for the partial renovation of Ellis Hall, and

**WHEREAS**, the College of Arts and Sciences has made a commitment to this project and has identified \$460,000 in local resources to add to this project making a total of \$860,280 available for Ellis Hall Partial Renovation Project, and

**WHEREAS**, the Office of Facilities Planning and Construction in conjunction with the College of Arts and Sciences has proceeded with the consultant selection process and did select the firm of Frank Elmer and Associates, Inc. as the associate architect for project , and

**WHEREAS**, the College of Arts and Sciences did identify the local funds necessary to hire the selected consultant to prepare construction documents for the Ellis Hall Partial Renovation Project, and

**WHEREAS**, final plans and specifications have been prepared and are ready for the advertisement of construction contracts,

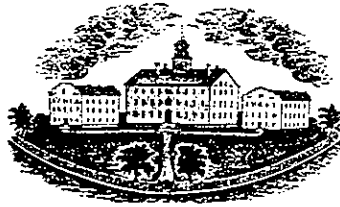
**NOW, THEREFORE, BE IT RESOLVED** that the Ohio University Board of Trustees does hereby approve the plans and specifications for the Ellis Hall Partial Renovation Project.

**BE IT FURTHER RESOLVED** that the Ohio University Board of Trustees does hereby authorize the advertisement for and receipt of bids for the Ellis Hall Partial Renovation Project, and does empower the President or his designee to accept and recommend the award of construction contracts provided total bids do not exceed available funds.

ELLIS9901.RES

Vice President  
for Administration

Cutler Hall 209  
Athens OH 45701-2979  
614-593-2556



OHIO UNIVERSITY

March 23, 1999

Dr. Robert Glidden  
President  
Ohio University  
Cutler Hall

Dear Bob,

Now that the Gordy Hall project has been completed, we need to renovate Ellis Hall so that members of the Philosophy Department can move from R-Tech to a permanent home. John Kotowski has completed plans for the renovation of Ellis Hall and seeks authorization to proceed to bid out the project.

I recommend approval.

Sincerely,

A handwritten signature in cursive script, appearing to read "Gary North".

Gary North  
Vice President for Administration

PRESIDENT'S OFFICE

MAR 28 1999

# INTEROFFICE MEMORANDUM

**OHIO UNIVERSITY**  
FACILITIES PLANNING OFFICE  
Building 19, The Ridges  
Athens, Ohio 45701  
TELEPHONE: (740) 593-2727  
FAX: (740) 593-4081

**John Kotowski**   
*Director, Facilities Planning and Construction*  
E-MAIL: kotowski@oak.cats.ohiou.edu

TO: Dr. Gary B. North, Vice President for Administration

DATE: March 8, 1999

SUBJECT: APPROVAL OF PLANS AND SPECIFICATIONS AND  
RECOMMENDATION OF CONTRACT AWARD FOR  
ELLIS HALL PARTIAL RENOVATION

The University has assembled funding totaling \$860,280 for this project. Amended Substitute House Bill Number 850 contains an appropriation in the amount of \$400,280 for the partial renovation of Ellis Hall. In addition, \$460,000 in local resources is being made available by the College of Arts and Sciences.

With the completion of the Gordy Hall project and the move of Modern Languages to that facility, space is available in Ellis Hall for renovation to accommodate the Department of Philosophy. Involved will be the development of office and office support space, the improvement of classroom facilities and the development of a couple of teaching laboratories for the Philosophy Department. In addition, renovation will occur that will upgrade a limited portion of the remaining teaching spaces in the building.

Utilizing dollars that were identified by the College of Arts and Sciences to plan this work, Ohio University has completed construction documents and would like to proceed to bid. Renovation needs to occur this summer so that occupancy can take place in late August of 1999.

As noted above, this project is ready for advertisement to seek construction bids. It is the goal of this office to begin construction in June, 1999. In order that I may proceed, I have enclosed a resolution for consideration by the Board of Trustees at their April 15, 1999 regular meeting which seeks approval of construction documents and

Page Two  
Dr. Gary B. North  
March 15, 1999

provides authority to receive bids and recommend award of contracts so long as total bids do not exceed available funding.

I will provide you with a set of construction documents early the week of April 12, 1999 for use at the board meeting. If I can be of further assistance or provide additional information regarding this matter, please let me know.

JKK/slw/ELLIS9902.GBN

enclosure

pc: Dr. Sharon S. Brehm  
Ms. Leslie A. Flemming  
Ms. Lynnette K. Clouse

**CONSULTANT FOR THE  
SHANNON HALL LABORATORY RENOVATION  
AND EXPANSION-PHASE I PROJECT**

**RESOLUTION 1999— 1641**

**WHEREAS**, the 122<sup>nd</sup> General Assembly, Regular Session, has introduced and approved Amended Substitute House Bill Number 850, and

**WHEREAS**, Amended Substitute House Bill Number 850 includes an appropriation in the amount of \$398,040 for the Shannon Hall Laboratory Rehabilitation, Phase I Project and a basic renovations appropriation in the amount of \$112,113 which will be used as a part of this effort, and

**WHEREAS**, the University has \$40,000 remaining in an appropriation from the Ohio Board of Regents for Americans with Disabilities Act improvements on the Eastern Campus making a total of \$550,153 available for the first phase of a project designed to improve the laboratory environment at Shannon Hall as well as the building's accessibility, and

**WHEREAS**, Ohio University has the authority to manage any project under \$4,000,000 locally and is exercising that authority on this project, and

**WHEREAS**, the Office of Facilities Planning and Construction has solicited consulting firms interested in this project and will be reviewing the proposals received and developing a 'short list' to be interviewed by a selection committee made up of a group of involved members within the Eastern Campus Community.

**NOW, THEREFORE, BE IT RESOLVED** that the Ohio University Board of Trustees does hereby empower the President or his designee to interview and select an associate architect for the Shannon Hall Laboratory Rehabilitation, Phase I Project.

**BE IT FURTHER RESOLVED** that the Ohio University Board of Trustees does hereby authorize the preparation of plans and specifications for this work.

SHAN9901.RES



Vice President  
for Administration

Cutler Hall 209  
Athens OH 45701-2979  
614-593-2556



OHIO UNIVERSITY

March 23, 1999

Dr. Robert Glidden  
President  
Ohio University  
Cutler Hall

Dear Bob,

John Kotowski is seeking authorization to hire a consultant to plan an expansion of the Shannon Hall (Eastern Campus) Laboratory. The project is budgeted at \$550,000 and the fund sources are the Capital Appropriation process, the basic renovation program and uncommitted ADA funds.

I recommend approval.

Sincerely,

Gary North  
Vice President for Administration

MAR 24 1999

# INTEROFFICE MEMORANDUM

**OHIO UNIVERSITY**  
FACILITIES PLANNING OFFICE  
Building 19, The Ridges  
Athens, Ohio 45701  
TELEPHONE: (740) 593-2727  
FAX: (740) 593-4081

**John Kotowski**   
*Director, Facilities Planning and Construction*  
E-MAIL: kotowski@oak.cats.ohiou.edu

TO: Dr. Gary B. North, Vice President for Administration

DATE: March 15, 1999

SUBJECT: APPROVAL TO HIRE CONSULTANT FOR THE  
SHANNON HALL LABORATORY RENOVATION AND  
EXPANSION – PHASE I (EASTERN CAMPUS)

Amended Substitute House Bill Number 850 makes available a capital appropriation of \$398,040 available for the Shannon Hall Laboratory Rehabilitation, Phase I Project. The campus will also make its most recent basic renovations appropriation in the amount of \$112,113 and the remaining uncommitted ADA renovation funds in the amount of \$40,000 identified in Amended House Bill Number 748 available for this project. These funding sources will make a total of \$550,153 available for this project.

Phase one of the Shannon Hall Renovation and Expansion Project, will prepare the University for a small addition to be constructed in the next phase of work. This first phase of work will involve the design and the replacement of the existing building chiller. The new chiller will have an increased capacity to accommodate the future laboratory addition to Shannon Hall. Also included in the scope of work is a new entrance and lobby on the north side of Shannon Hall. The new lobby will improve the accessibility of the building by better linking the building and the parking used by individuals that are physically challenged and by providing a new elevator. Finally, the existing stair near the North entrance will be enclosed in a fire rated assembly to comply with the state building code.

Page Two  
Dr. Gary B. North  
March 15, 1999

Ohio University has the authority to proceed with this project locally. The University did advertise for professional design services and is preparing to begin the consultant selection process. The enclosed resolution for consideration by the Board at their April 15, 1999 meeting seeks their support to interview, select, and hire a consultant. It also requests authorization to proceed with the development of construction documents.

If I can be of further assistance with this matter, please advise.

JKK/slw/SHAN9902.GBN

enclosure

pc: Dr. James L. Bruning  
Dr. James Newton  
Mr. Richard Shultz

**CONSULTANT FOR THE  
BENNETT HALL HVAC AND LAB IMPROVEMENTS  
CHILLICOTHE CAMPUS**

**RESOLUTION 1999— 1642**

**WHEREAS**, the 122<sup>nd</sup> General Assembly, Regular Session, has introduced and approved Amended Substitute House Bill Number 850, and

**WHEREAS**, Amended Substitute House Bill Number 850 includes an appropriation in the amount of \$953,030 for the Bennett Hall HVAC and Lab Improvements Project, and

**WHEREAS**, a current bond issue of the University contains \$530,000 for Regional Higher Education and the Chillicothe Campus, making \$1,483,030 available for this project, and

**WHEREAS**, mechanical systems at Bennett Hall, the main classroom building at the Chillicothe Campus, are more than 30 years old and require significant attention to insure that Ohio University can provide a safe and comfortable environment for the students, faculty and staff that utilize this facility, and

**WHEREAS**, Ohio University has the authority to manage any project under \$4,000,000 locally and has begun the process of seeking proposals from interested engineering consultants for the project,

**NOW, THEREFORE, BE IT RESOLVED** that the Ohio University Board of Trustees does hereby empower the President or his designee to interview and select an associate engineer for the Bennett Hall HVAC and Lab Improvements Project.

**BE IT FURTHER RESOLVED** that the Ohio University Board of Trustees does hereby authorize the preparation of plans and specifications for this project.

BENNE9901.RES

Vice President  
for Administration

Cutler Hall 209  
Athens OH 45701-2979  
614-593-2556



OHIO UNIVERSITY

March 23, 1999

Dr. Robert Glidden  
President  
Ohio University  
Cutler Hall

Dear Bob,

Dr. Delbert Meyer, Dean of Chillicothe Campus, has requested approval to begin the renovation of Bennett Hall. The first phase of the project involves HVAC and lab improvements. The fund sources are the bond issue and the state capital appropriation. John Kotowski seeks authorization to hire a consultant to complete plans for the renovation.

I recommend approval.

Sincerely,

Gary North  
Vice President for Administration

PRESIDENT'S OFFICE

MAR 23 1999

# INTEROFFICE MEMORANDUM

**OHIO UNIVERSITY**  
FACILITIES PLANNING OFFICE  
Building 19, The Ridges  
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TELEPHONE: (740) 593-2727  
FAX: (740) 593-4081

**John Kotowski**   
*Director, Facilities Planning and Construction*  
E-MAIL: kotowski@oak.cats.ohiou.edu

TO: Dr. Gary B. North, Vice President for Administration

DATE: March 16, 1999

SUBJECT: APPROVAL TO HIRE CONSULTANT FOR THE  
BENNETT HALL HVAC AND LAB IMPROVEMENTS  
CHILLICOTHE CAMPUS

Bennett Hall is a three story building containing 93,940 gross square feet of space. The facility was constructed in 1967. A number of renovation projects have taken place in the building over the last decade. However, very little of that work has focused on the building's mechanical systems and no improvements have been made to the science laboratories.

This will be the first of a two phased project that will completely upgrade the mechanical systems in Bennett Hall. This project will install new air handling equipment, make improvements to the air distribution system and upgrade the control equipment for the building. Also involved will be the replacement of the roof on Bennett Hall. The final component of the project is the investigation of the systems associated with the science laboratories. The consultant will make recommendations on what action should be taken to correct deficiencies in the laboratories so that the environment is safe and meets the needs of instruction today.

The total cost of this project is \$2,355,850. The first phase will require \$1,483,030. The funding necessary to do the first phase will come from two sources. The first is the bond that the University is preparing to issue. This bond issue will contain \$530,000 for the Chillicothe Campus. The second source of funding is Amended Substitute House Bill Number 850. This, the current capital improvements bill of the

Page Two  
Dr. Gary B. North  
March 16, 1999

State of Ohio, has made available to Ohio University an appropriation for the Bennett Hall HVAC and Lab Improvements in the amount of \$953,030.00.

Ohio University, because this project in total is less than \$4,000,000, has the authority to proceed with administration locally. Toward that end, this office is in the process of advertising for professional design services and would like to move forward with the consultant selection process. The enclosed resolution for consideration by the Board at their April 15, 1999 meeting seeks support to interview, select and hire a consultant and requests authority to proceed with the development of construction documents.

If you have any questions or I can be of further assistance with this matter, please let me know. Thank you.

JKK/slw/BENNT9902.GBN

enclosure

pc: Dr. James L. Bruning  
Dr. Delbert E. Meyer  
Ms. Pamela W. Callahan  
Mr. David Scott

**HIRING OF A CONSULTANT FOR THE  
CONFERENCE/TRAINING CENTER  
TO BE LOCATED IN BUILDING NUMBER 16  
AT THE RIDGES**

**RESOLUTION 1999— 1643**

**WHEREAS**, Ohio University is in the process of issuing a bond for a number of projects on the main and regional campuses, and

**WHEREAS**, this bond will contain \$2,200,000 for the renovation of two floors of Building No. 16 and the Chapel which is immediately adjacent to and connected to Building No. 16 at The Ridges, and

**WHEREAS**, the remainder of funding necessary, or \$1,000,000, is being assembled by the five potential users making \$3,200,000 available for the project, and

**WHEREAS**, the renovated space will provide facilities to meet the training, testing and conference needs of Facilities Management, University Human Resources, Continuing Education, Conferences and Workshops, the Vice President for Administration's Professional Development Unit and ILGARD, and

**WHEREAS**, the Office of Facilities Planning and Construction is advertising this project, seeking interested consultants to develop plans and specifications for the proposed renovation work at The Ridges,

**NOW, THEREFORE, BE IT RESOLVED** that the Ohio University Board of Trustees does hereby empower the President or his designee to interview and select an associate architect for the Conference/Training Center Project.

**BE IT FURTHER RESOLVED** that the Ohio University Board of Trustees does hereby authorize the preparation of plans and specifications for this work.

CONFCTR9901.RES



Vice President  
for Administration

Cutler Hall 209  
Athens OH 45701-2979  
614-593-2556



OHIO UNIVERSITY

March 23, 1999

Dr. Robert Glidden  
President  
Ohio University  
Cutler Hall

Dear Bob,

My staff are involved in developing a conference/training facility in Building 16 at The Ridges. The facility, when completed, will provide space for Human Resources to conduct testing and training programs, a space for the Facilities Management Apprentice Program, space for University Professional Development Programs, and conference/meeting space that will be utilized by both Continuing Education and ILGARD. The project is being funded with bond issue and departmental funds.

John Kotowski is seeking authorization to hire architects to plan the project and develop construction documents.

I recommend approval.

Sincerely,

Gary North  
Vice President for Administration

PHOTO COPY

MAR 23 1999

# INTEROFFICE MEMORANDUM

**OHIO UNIVERSITY**  
FACILITIES PLANNING OFFICE  
Building 19, The Ridges  
Athens, Ohio 45701  
TELEPHONE: (740) 593-2727  
FAX: (740) 593-4081

**John Kotowski**  
*Director, Facilities Planning and Construction*  
E-MAIL: kotowski@oak.cats.ohiou.edu

TO: Dr. Gary B. North, Vice President for Administration

DATE: March 16, 1999

SUBJECT: APPROVAL TO HIRE CONSULTANT FOR THE  
CONFERENCE/TRAINING CENTER IN  
BUILDING NUMBER 16 AT THE RIDGES

The Conference/Training Center will be developed utilizing two floors in Building No. 16 at The Ridges. The facility will involve approximately 20,000 square feet of space and also utilize the octagonal chapel (Building No. 17) which is physically connected to Building No. 16. When complete, the facility will contain meeting rooms, training and testing space, computer laboratories, conference rooms, offices and other support areas.

The anticipated cost of the renovation work is \$3,200,000. The largest piece of the funding necessary for the facility, or \$2,200,000, has been included in the bond that the University is in the process of issuing. The remaining funds necessary will come from local resources being assembled by the users of the facility. The groups or units which have expressed an interest in being involved and who have been involved in the preliminary planning are Facilities Management, University Human Resources, Continuing Education, Conferences and Workshops, the Vice President for Administration's Professional Development Unit, and ILGARD (the Institute for Local Government Administration and Rural Development).

Page Two  
Dr. Gary B. North  
March 16, 1999

Ohio University is advertising for professional design services and is preparing to begin the consultant selection process. In order that this office may proceed, I have enclosed a resolution for consideration by the Board at their April 15, 1999 meeting seeking approval to interview, select, and hire a consultant and provide authority to proceed with the development of construction documents for the renovation work.

If you have any questions or I can be of further assistance with this matter, please let me know. Thank you.

JKK/slw/CONFCTR9902.GBN

enclosure

pc: Dr. Sharon S. Brehm  
Mr. Richard P. Siemer  
Mr. Richard N. Planisek

# **APPROVAL OF CONSTRUCTION DOCUMENTS FOR BRASEE HALL 4<sup>TH</sup> LEVEL RENOVATION**

## **RESOLUTION 1999— 1644**

**WHEREAS**, the 122<sup>nd</sup> General Assembly, Regular Session, has introduced and approved Amended Substitute House Bill Number 850, and

**WHEREAS**, Amended Substitute House Bill 850 includes an appropriation totaling \$516,760 for the partial renovation of Brasee Hall, and

**WHEREAS**, a previous appropriation for Brasee Hall has an uncommitted balance of \$35,571 and the Vice President for Regional Higher Education has committed another \$110,226 for the project, bringing the total available for this project to \$662,557, and

**WHEREAS**, the Ohio University Board of Trustees did authorize the President or his designee to recommend the selection of an architectural consultant for the Brasee Hall 4<sup>th</sup> Level Renovation Project, and

**WHEREAS**, Ohio University did select the firm of Miller Group, Inc. as the associate architect for the project, and

**WHEREAS**, final plans and specifications have been prepared and are ready for the advertisement of construction contracts,

**NOW, THEREFORE, BE IT RESOLVED** that the Ohio University Board of Trustees does hereby approve the plans and specifications for the Brasee Hall 4<sup>th</sup> Level Renovation Project.

**BE IT FURTHER RESOLVED** that the Ohio University Board of Trustees does hereby authorize the advertisement for and receipt of bids for the Brasee Hall 4<sup>th</sup> Level Renovation Project, and does empower the President or his designee to accept and recommend award of construction contracts provided total bids do not exceed available funds.

BRASEE9901.RES

Vice President  
for Administration

Cutler Hall 209  
Athens OH 45701-2979  
614-593-2556



OHIO UNIVERSITY

March 23, 1999

Dr. Robert Glidden  
President  
Ohio University  
Cutler Hall

Dear Bob,

John Kotowski has been working with the Miller Group, Inc. To develop plans and specifications for the renovation of the Brasse Hall (Lancaster Campus) fourth level. Fund sources are state capital appropriations and local funds provided by Regional Higher Education. This \$662,557.00 project will upgrade 17,500 feet and will address fire safety, access, restroom, elevator improvements, new floor ceiling tile, and light fixtures. Classrooms will receive functional esthetic improvements.

I recommend approval.

Sincerely,

Gary North  
Vice President for Administration

RECEIVED OFFICE

MAR 23 1999

# INTEROFFICE MEMORANDUM

**OHIO UNIVERSITY**  
FACILITIES PLANNING OFFICE  
Building 19, The Ridges  
Athens, Ohio 45701  
TELEPHONE: (740) 593-2727  
FAX: (740) 593-4081

***John Kotowski***   
***Director, Facilities Planning and Construction***  
E-MAIL: kotowski@oak.cats.ohiou.edu

TO: Dr. Gary B. North, Vice President for Administration

DATE: March 15, 1999

SUBJECT: APPROVAL OF PLANS AND SPECIFICATIONS AND  
RECOMMENDATION OF CONTRACT AWARD FOR  
BRASEE HALL 4<sup>TH</sup> LEVEL RENOVATION PROJECT

The University has assembled funding totaling \$662,557 for this project. These dollars will be coming from several sources. There is \$516,760 in Amended Substitute House Bill No. 850 for the renovation of this building. We will also be utilizing \$35,571 appropriated in Amended House Bill No. 748 that remains unused in our last renovation effort in Brasse Hall and \$110,226 in local funding being made available by Regional Higher Education.

This project is a continuation of the phase I and phase II rehabilitation. This, the third phase of a project systematically designed to renovate the entire building in a series of phases, is the upgrading of about 17,500 square feet of the fourth floor. This area of the building is primarily classroom space. The scope of this project includes a new fire alarm system, ADA accessible restrooms, a new elevator to serve the gymnasium area of the building as well as upper floors, new ceiling tiles and light fixtures and HVAC modifications. The classrooms will receive new floor finishes, marker/chalk boards, audio visual upgrades and data connections for teaching areas.

Page Two  
Dr. Gary B. North  
March 15, 1999

This project is ready for advertisement to seek construction bids. It is the goal of this office to begin construction in June, 1999. In order that I may proceed, I have enclosed a resolution for consideration by the Board of Trustees at their April 15, 1999 meeting which seeks approval of construction documents and provides authority to receive bids and recommend award of contracts so long as total bids do not exceed available funding.

I will provide you with a set of construction documents early the week of April 12, 1999 for use at the board meeting. If I can be of further assistance or provide additional information regarding this matter, please let me know.

JKK/slw/BRASE9902.GBN

enclosure

pc: Dr. James L. Bruning  
Dr. Charles P. Bird  
Mr. Richard Shultz

# **APPROVAL OF CONSTRUCTION DOCUMENTS FOR HERROLD HALL HEMS RENOVATION/GREENHOUSE**

## **RESOLUTION 1999— 1645**

**WHEREAS**, the 121<sup>st</sup> General Assembly, Regular Session, has introduced and approved Amended House Bill Number 748, and

**WHEREAS**, the 122<sup>nd</sup> General Assembly, Regular Session, has introduced and approved Amended Substitute House Bill Number 850, and

**WHEREAS**, Amended House Bill Number 748 and Amended Substitute House Bill 850 contain appropriations totaling \$277,157 for the Herrold Hall HEMS Renovation/Greenhouse Project, and

**WHEREAS**, another \$151,581 in local resources has been identified for this project bringing the total available to \$428,738, and

**WHEREAS**, the Ohio University Board of Trustees did at their regular meeting of September 28, 1996 authorize the President or his designee to hire an architectural consultant for this project, and

**WHEREAS**, Ohio University did select the firm of Arthur J. Ouellette Architect as the associate architect for the project and proceeded with the development of construction documents, and

**WHEREAS**, final plans and specifications have been completed and are ready for the advertisement of construction contracts,

**NOW, THEREFORE, BE IT RESOLVED** that the Ohio University Board of Trustees does hereby approve the plans and specifications for the Herrold Hall HEMS Renovation/Greenhouse Project.

**BE IT FURTHER RESOLVED** that the Ohio University Board of Trustees does hereby authorize the advertisement for and receipt of bids for the Herrold Hall HEMS Renovation/Greenhouse Project, and does empower the President or his designee to accept and recommend to the Deputy Director, General Services Administration, award of construction contracts provided total bids do not exceed available funds.

HERROLD9901.RES



Vice President  
for Administration

Cutler Hall 209  
Athens OH 45701-2979  
614-593-2556



OHIO UNIVERSITY

March 23, 1999

Dr. Robert Glidden  
President  
Ohio University  
Cutler Hall

Dear Bob,

John Kotowski has been working with Arthur J. Ovellette, Architects to complete plans for the renovation of the Herrold Hall (Lancaster Campus) HRMS Renovation and Greenhouse project. Capital funds, basic renovation funds, gift funds, and funds provided by Regional Higher Education will be combined to finance this \$428,738.00 project. An intermediate floor will be installed in Herrold Hall to provide space for offices and two new classrooms. A 2500 square foot greenhouse will be added to Herrold Hall to support academic programs.

Planning is completed and a request has been made to seek construction bids for that project.

I recommend approval.

Sincerely,

Gary North  
Vice President for Administration

PRESIDENTS OFFICE

MAR 23 1999

# INTEROFFICE MEMORANDUM

**OHIO UNIVERSITY**  
FACILITIES PLANNING OFFICE  
Building 19, The Ridges  
Athens, Ohio 45701  
TELEPHONE: (740) 593-2727  
FAX: (740) 593-4081

**John Kotowski**   
*Director, Facilities Planning and Construction*  
E-MAIL: kotowski@oak.cats.ohiou.edu

TO: Dr. Gary B. North, Vice President for Administration

DATE: March 16, 1999

SUBJECT: APPROVAL OF PLANS AND SPECIFICATIONS AND  
RECOMMENDATION OF CONTRACT AWARD FOR  
HERROLD HALL HEMS RENOVATION/GREENHOUSE  
PROJECT

The University is planning the renovation of a portion of Herrold Hall and constructing a greenhouse addition to the facility. Involved within Herrold Hall will be the addition of an intermediate floor within an existing two story laboratory space. The high bay space was never fully utilized and is no longer necessary. The intermediate floor will permit the development of three new offices and two classrooms that will support the distance learning programs at the campus. The new floor will create 3,040 square feet of new space. The second component of the project will involve the addition of a 2,500 square foot greenhouse space to be used to support a new academic program at the Lancaster Campus.

To accomplish the above objectives, this office, in conjunction with Regional Higher Education, has assembled funding totaling \$428,738 for this project. The majority of funding is coming from state capital improvement dollars and is either basic renovation funds or dollars specifically earmarked for Herrold Hall. Amended House Bill No. 748 contains an appropriation totaling \$148,000 for Herrold Hall. In addition, it is proposed that another \$57,157 of basic renovation funds identified for the campus in House Bill No. 748 also be used for this project. Amended Substitute House Bill No. 850 will provide another \$72,000 for the project. These funds will come from the current basic renovations appropriation identified for the Lancaster Campus. The last two pieces

Page Two  
Dr. Gary B. North  
March 16, 1999

of the funding picture come from local resources. The campus received a donation totaling \$86,114 for a greenhouse at the campus and Regional Higher Education has identified \$65,467. All of the above will be utilized to accomplish the goals of this project.

At their regular meeting of September 28, 1996, the Ohio University Board of Trustees did approve the hiring of a consultant and authorize proceeding with the development of construction documents for this project. Following a structured selection process, the University did hire the firm of Arthur J. Ouellette, Architect as the associate architect and has proceeded with the development of construction documents. Plans and specifications for the project are complete and ready to advertise for construction bids. So that I may proceed, I have enclosed a resolution for consideration by the Board of Trustees, at their regular meeting of April 15, 1999, which seeks approval of bidding documents and authorizes the receipt of construction bids and the award of contracts so long as total bids do not exceed available funds.

I will provide you with a set of construction documents early the week of April 12, 1999 for use at the Board meeting. If I can be of further assistance or provide additional information regarding this matter, please let me know.

JKK/slw/HERROLD9902.GBN

enclosure

pc: Dr. James L. Bruning  
Dr. Charles P. Bird  
Mr. Richard N. Planisek

# **CONSULTANT FOR THE BENTLEY HALL RENOVATION PROJECT**

## **RESOLUTION 1999— 1646**

**WHEREAS**, the 121st General Assembly, Regular Session, has introduced and approved Amended House Bill Number 748, and

**WHEREAS**, Amended House Bill Number 748 included an appropriation in the amount of \$ 5,519,600.00 for the Bentley Hall Renovation Project, and

**WHEREAS**, Ohio University has received the permission of the Department of Administrative Services, Division of Public Works Office of the State Architect and the Ohio Board of Regents to interview and select a project architect to develop plans and specifications for this project, and

**WHEREAS**, the Department of Administrative Services, Division of Public Works, Office of the State Architect is preparing a roster of consultants to be interviewed,

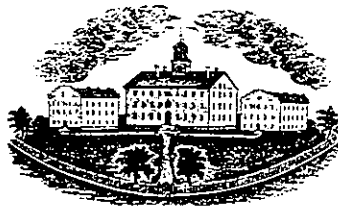
**NOW, THEREFORE, BE IT RESOLVED** that the Ohio University Board of Trustees does hereby empower the President or his designee to interview and select an associate architect for the Bentley Hall Renovation Project and recommend the selected firm to the Deputy Director, Division of Public Works.

**BE IT FURTHER RESOLVED** that the Ohio University Board of Trustees does hereby authorize the preparation of construction plans and specifications for the Bentley Hall Renovation Project.

BENTLEY9901.RES

Vice President  
for Administration

Cutler Hall 209  
Athens OH 45701-2979  
614-593-2556



OHIO UNIVERSITY

March 23, 1999

Dr. Robert Glidden  
President  
Ohio University  
Cutler Hall

Dear Bob,

The university received funds through the capital process to begin a Bentley Hall renovation planning process. John Kotowski is seeking authorization from the Board of Trustees to hire a consultant to direct the planning process and prepare construction plans for the Bentley project.

I recommend approval.

Sincerely,

Gary North  
Vice President for Administration

OFFICE OF THE VICE PRESIDENT

MAR 26 1999

# INTEROFFICE MEMORANDUM

**OHIO UNIVERSITY**  
FACILITIES PLANNING OFFICE  
Building 19, The Ridges  
Athens, Ohio 45701  
TELEPHONE: (740) 593-2727  
FAX: (740) 593-4081

**John Kotowski**   
*Director, Facilities Planning and Construction*  
E-MAIL: kotowski@oak.cats.ohiou.edu

TO: Dr. Gary B. North, Vice President for Administration

DATE: March 15, 1999

SUBJECT: APPROVAL TO HIRE CONSULTANT FOR THE  
BENTLEY HALL RENOVATION PROJECT

Amended House Bill Number 748 makes available a capital appropriation for the planning of the rehabilitation and expansion of Bentley Hall. The amount appropriated was \$5,519,600. Since receiving the appropriation in July 1996 we have used \$800,000 to acquire the Delta Upsilon House to the South of the facility and \$50,000 to program the project and develop a strategy for moving forward. The outcome of the programming and pre-planning effort is a strategy that suggests the implementation of a two phased approach to addressing the facilities needs. The first phase is the construction of an office building addition to the South and West of Bentley Hall and the second phase would be a classroom renovation of the building proper.

Bentley Hall presently contains 56,772 gross square feet of space. When this project is completed, the facility will be expanded to 110,308 gross square feet. With funds currently in place; we will plan this project, do demolition work to prepare the site and possibly make some minor improvements to the existing mechanical system until we can start the major renovation. The first phase, or office building addition, will be programmed to start construction in September, 2000 and will require additional funding which will be sought as a part of the next capital planning process. Bentley Hall, when the addition and rehabilitation work is complete, will serve the departments of History, Political Science, Sociology/Anthropology and Economics and a part of the University's need for large classroom spaces.

Page Two  
Dr. Gary B. North  
March 15, 1999

Ohio University has received authorization from the Department of Administrative Services, Division of Public Works, Office of the State Architect and Engineer and the Ohio Board of Regents to proceed with consultant selection. Presently, the office of the State Architect and Engineer is finalizing the roster of consultants to be interviewed. It is expected that the interview process will be completed by the end of June, 1999.

I have enclosed a resolution for consideration by the Board of Trustees at their April 15, 1999 meeting which seeks authority to interview and select a consulting architect, and develop construction documents on the Bentley Hall Renovation Project. If I can be of further assistance or provide additional information regarding this matter, please let me know.

JKK/slw/BENTLEY9902.GBN

enclosure

pc: Dr. Sharon S. Brehm  
Dr. Leslie A. Flemming  
Mr. Richard Shultz

## **LIBRARY ANNEX NAMING**

### **RESOLUTION 1999 - 1647**

**WHEREAS**, Dr. Hwa-Wei Lee will retire as Dean of the Ohio University Libraries on August 31, 1999, having served 21 years as the head of university libraries,

**WHEREAS**, under Dean Lee's skilful leadership, the Ohio University Libraries have grown from edifice to interface, experiencing unprecedented growth and progress in every facet of its operations, programs, and endowments, and has become one of the top 121 research libraries in the United States and Canada, achieving membership in the highly competitive and prestigious Association of Research Libraries, and

**WHEREAS**, Dean Lee has worked in academic libraries for over 35 years, leaving footprints in five continents as a library consultant and lecturer, and

**WHEREAS**, under Dean Lee's administration, an international librarian exchange program was created and developed, and the unique status of depository for four countries was achieved.

**NOW, THEREFORE, BE IT RESOLVED** that the staff of the Ohio University Libraries and the Friends of Hwa-Wei Lee Committee formally request the Ohio University Board of Trustees to name the library annex on Columbus Road in honor of retiring Dean of Ohio University Libraries, Dr. Hwa-Wei Lee.

**BE IT FURTHER RESOLVED** that the official name shall be the Hwa-Wei Lee Library Annex.





## OHIO UNIVERSITY

April 12, 1999

Dr. Sharon S. Brehm, Provost  
Ohio University  
Cutler Hall #306  
Athens, OH 45701

Dear Provost Brehm:

Dean of Libraries Hwa-Wei Lee has provided 21 years of service to Ohio University and the Ohio University Libraries. In those 21 years, the Libraries have moved to national and international status by achieving membership in the Association of Research Libraries; through its renown Southeast Asia Collection and Overseas Chinese Documentation and Research Center; by achieving the unique status of official depository for four countries; through building scant endowments to nearly \$9 million; by introducing ALICE as the first integrated system and then endorsing OhioLINK as a founding member – thus playing a leadership role in promoting statewide resource sharing and electronic access.

Dean Lee has also earned an international reputation for his work in building cooperative ties with libraries throughout the world, while developing an innovative professional exchange program. For many years, he has mentored international students and welcomed them into his home. Even upon his retirement, Dean Lee has agreed to continue his international work for the University as the President requires.

In recognition of all he has done to raise positive awareness of Ohio University *and* the progressive role he has played in transforming the way patrons access and retrieve information, we, the undersigned, fully support the resolution to name the library annex on Columbus Road, the Hwa-Wei Lee Library Annex.

Charlotte Eufinger  
Vice Chair, Ohio University Board of Trustees  
Chair, Friends of Hwa-Wei Lee Committee

Vernon R. Alden  
Ohio University President Emeritus  
Chair, Library Campaign Cabinet

Donald Spencer  
Chair, Libraries' National Advisory Council

Margaret Thomas  
Chair, Friends of the Libraries of Ohio University

David Ingram, Ph.D.  
Chair, University Library Committee

## **B. EDUCATIONAL POLICIES COMMITTEE**

Committee Chairwoman Ong reported her committee met Thursday and received reports on three matters to be presented to the Trustees.

On a motion by Mrs. Ong and a seconded by Mr. Grover, the Trustees approved the following three resolutions:

Faculty-Administrator Emeriti/Emerita Awards – Res. 1999 -- 1648

Faculty Fellowship Awards – Res. 1999 -- 1649

Center for Appalachian and Rural Health Research – Res. 1999 -- 1650

**FACULTY/ADMINISTRATIVE EMERITUS/EMERITA AWARDS**

**RESOLUTION 1999 -- 1648**

**WHEREAS**, the following individuals have rendered dedicated and outstanding service to Ohio University, and

**WHEREAS**, their colleagues and deans have recommended action to recognize their service,

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

**COLLEGE OF ARTS AND SCIENCES**

Finnie Murray, Associate Professor Emeritus of Biological Sciences  
Alan Booth, J. Richard Hamilton/Baker and Hosetetler Professor Emeritus of History  
Donald C. Richter, Professor Emeritus of History  
A. Compton Reeves, Professor Emeritus of History  
Richard Danner, Professor Emeritus of Modern Languages  
Charles Richardson, Associate Professor Emeritus of Modern Languages  
H. Gene Blocker, Professor Emeritus of Philosophy  
Algis Mickunas, Professor Emeritus of Philosophy  
Jacob Rapaport, Distinguished Professor Emeritus of Physics and Astronomy  
David Onley, Professor Emeritus of Physics and Astronomy  
David Dabelko, Professor Emeritus of Political Science  
Felix Gagliano, Professor Emeritus of Political Science

**COLLEGE OF BUSINESS**

James S. Cox, Associate Professor Emeritus of School of Accountancy  
Ellsworth Holden, Assistant Professor Emeritus of Management Information Systems  
Reid Sinclair, Lecturer Emeritus of Management Systems

**COLLEGE OF COMMUNICATION**

Charles E. Clift, III, Associate Professor Emeritus of Telecommunications

#### COLLEGE OF EDUCATION

Donald A. Green, Professor Emeritus of Counseling and Higher Education  
Sally Navin, Professor Emerita of Counseling and Higher Education  
Edward W. Stevens, Jr., Distinguished Professor Emeritus of Educational Studies  
(Posthumous)  
Arthur Clubok, Associate Professor Emeritus of Teacher Education  
William Rader, Professor Emeritus of Teacher Education

#### COLLEGE OF ENGINEERING

Helmut Zwahlen, Professor Emeritus of Industrial and Manufacturing Systems  
Engineering

#### COLLEGE OF FINE ARTS

Karen S. Nulf, Professor Emerita of Art

#### COLLEGE OF HEALTH AND HUMAN SERVICES

Judith H. Matthews, Associate Professor Emerita of Human and Consumer Sciences  
Ernest Stricklin, Associate Professor Emeritus of Human and Consumer Sciences  
Catherine McQuaid Steiner, Professor Emerita of Human and Consumer Sciences  
June Varner, Assistant Professor Emerita of Human and Consumer Sciences  
Ronald Dingle, Assistant Professor Emeritus of Recreation and Sport Sciences  
David Jacoby, Assistant Professor Emeritus of Recreation and Sport Sciences  
Richard Woolison, Assistant Professor Emeritus of Recreation and Sport Sciences

#### COLLEGE OF OSTEOPATHIC MEDICINE

Charles G. Atkins, Associate Professor Emeritus of Biomedical Sciences  
Frank W. Myers, Trustee Professor Emeritus of Family Medicine  
Thomas A. Thesing, Associate Professor Emeritus of Family Medicine  
Harvey C. Orth, Jr., Professor Emeritus of Obstetrics and Gynecology  
Ronald A. Black, Professor Emeritus of Osteopathic Medicine  
William H. Carlson, Professor Emeritus of Pediatrics (Posthumous)  
Jerome L. Axlerod, Professor Emeritus of Surgery

REGIONAL HIGHER EDUCATION

Chillicothe

Glen R. Mackin, Associate Professor Emeritus of Political Science

Lancaster

Jan Orland Cox, Associate Professor Emeritus of Mathematics  
Frederick A. Kalister, Associate Professor Emeritus of English

Zanesville

Louis W. (Pon) Smith, Assistant Professor Emeritus of Mathematics (Posthumous)  
Marcia R. Herman, Associate Professor Emeritus of Music  
Barbara L. Schilling, Assistant Professor Emeritus of Nursing

ADMINISTRATIVE

OFFICE OF ADMISSIONS

Jerry D. Reese, Associate Director of Admissions/University Examiner Emeritus  
Patricia "Tish" Wagner, Assistant Director of Admissions Emerita

RUSS COLLEGE OF ENGINEERING AND TECHNOLOGY

Dennis Atkeson, Assistant Director Emeritus of Avionics Engineering Center

UNIVERSITY LIBRARIES

Hwa-Wei Lee, Dean of Libraries Emeritus

UNIVERSITY COLLEGE

Richard K. Brackin, Assistant to the Dean Emeritus

REGIONAL HIGHER EDUCATION

James C. Bryant, Vice President Emeritus, Regional Higher Education

## **FACULTY FELLOWSHIP AWARDS**

### **RESOLUTION 1999 — 1649**

**WHEREAS**, the proposed University Faculty Fellowships on the attached lists have been reviewed in accordance with University policy and found to be meritorious.

**NOW, THEREFORE, BE IT RESOLVED** that the attached University Faculty Fellowships for 1999-2000 are approved.

**BE IT FURTHER RESOLVED** that the Provost can approve changes in the conditions of the fellowship but not the total number of Fellowships.

**FACULTY FELLOWSHIP LEAVES**  
1999-2000

NAME	DEPT.	LEAVE DATES	PURPOSE
<b>COLLEGE OF ARTS AND SCIENCES</b>			
Ralph DiCaprio	Biological Sciences	Fall, Winter, Spring	To acquire new research techniques for the study of nervous system function while working in labs at Mt. Sinai School of Medicine and University of Cologne for four and six months, respectively.
Janis Butler Holm	English	Fall, Winter, Spring	To conduct research for a book-length study on the social uses of poetry in the United States.
Betty Pytlik	English	Winter, Spring	To prepare a co-edited collection of original essays about the training of graduate students to teach composition.
Brian McCarthy	Enviro. & Plant Bio.	Fall	To complete research projects on the ecology of central Appalachian hardwood forests in order to prepare manuscripts.
Allan Showalter	Enviro. & Plant Bio.	Fall, Winter, Spring	To conduct a joint research project at University of Melbourne on a novel tomato arabenogalactan-protein, in preparation for manuscript and grant proposal.
Hubertus Bloemer	Geography	Winter	To conduct research on the environmental impact of tourism in East African highlands around Mt. Megezez and along the Marangu Trail on Mt. Kilimanjaro.
Douglas Baxter	History	Fall, Winter, Spring	To complete a book manuscript on Bourbon Royal Marriage, 1589-1789.
Alonzo Hamby	History	Winter, Spring	To complete a one-volume narrative history; <i>Roosevelt's America: The Great Depression</i> , currently under contract to the Free Press.

Chester Pach, Jr.	History	Fall, Winter, Spring	To complete draft of manuscript entitled, <i>The First Television War: TV News, the White House, and Vietnam</i> .
Beverly Flanigan	Linguistics	Spring	To complete the editing of a volume of essays on dialect variation in southern Ohio.
Thomas Wolf	Mathematics	Fall, Winter, Spring	To pursue research in character theory and solvable groups, and to create a new combinatorics course.
Charlotte Elster	Physics & Astron.	Fall, Winter, Spring	To conduct research in Bochum, Germany on the development of a new theoretical framework for the understanding of the forces between particles found in atomic nuclei.
Harold Molineu	Political Science	Fall	To conduct research in Washington, D.C., and the University of Wales for the writing of a major portion of a book manuscript on changing patterns in U.S. relations with Latin America.
Paula Popovich	Psychology	Fall	To complete the development of a sexual harassment prevention training program.
Diane Cickawy	Soc/Anthro	Fall, Winter, Spring	To complete manuscript entitled, <i>Witchcraft Eradication and the Politics of Arrested Development: Kajirue's Kuvoyera Movement in Coastal Kenya, 1955-1993</i> .

#### ***COLLEGE OF BUSINESS***

Tom Luce	MIS	Spring	To gain first-hand experience at Convista, Inc., a consulting company specializing in information/business system development, in order to gather information for papers related to current practice and curriculum.
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#### ***COLLEGE OF COMMUNICATION***

Roger Aden	INCO	Fall	To prepare book manuscript that explores the connections among landscape, identity, and place in communication.
Ronald Pittman	Journ	Fall	To complete research and prepare manuscript, <i>Magazine Editing for the 21st Century</i> .
Drew McDaniel	TCOM	Winter	To complete book manuscript that analyzes changes in the political environment resulting from the emergence of new communication technologies in Asia.



**COLLEGE OF EDUCATION**

Richard Hazler	Coun. & Higher Ed.	Fall	To complete research studies and prepare manuscripts on youth violence.
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**RUSS COLLEGE OF ENGINEERING AND TECHNOLOGY**

Paul Jepson	Chemical Engineering	Fall, Winter, Spring	To conduct research, prepare manuscripts, and develop courses in multiphase flow, corrosion, and instrumentation.
Robert Judd	EECS	Fall, Winter, Spring	To conduct research at General Electric Aircraft Engines on the development of machine programs and estimation of the cost of machining advanced combined fan and compressor stages for jet engines.
Henryk Lozykowski	EECS	Fall, Winter, Spring	To conduct research on newly photoluminescence properties of GaN and AlN semiconductors and the construction of devices that exploit this new property.
Richard Gerth	Indust & Mfg. Sys.	Fall	To conduct research in Aachen, Germany, on tolerance related issues involved in the early phases of product design.
John Deno	Industrial Tech.	Fall	To develop a series of instructional manuals to be used for Computer Assisted Drawing and Computer Assisted Manufacturing instruction.
Jay Gunasekera	Mechanical Engr.	Fall, Winter, Spring	To initiate a research project in Precision Forging in collaboration with engineers at UC-Berkeley, the Forging Industry Association, and the Wright Patterson Air Force Base.

**COLLEGE OF FINE ARTS**

Carolyn Cardenas	Art	Fall, Winter, Spring	To develop a new sculptural format, a "diorama", or housing for miniature tempera paintings.
Duane McDiarmid	Art	Fall, Winter, Spring	To complete two ongoing studio projects and to produce several smaller scaled works for exhibitions.
Marilyn Poeppelmeyer	Art	Fall, Winter, Spring	To research modern and ancient sculpture in France, Spain, Portugal, and Italy and to produce a group of sculptural objects based on this research.

Allyn Reilly	Music	Spring	To research and document music programs at major universities for the purpose of exploring new pedagogical and technological approaches to teaching core music courses.
William Fisher	Theater	Fall, Winter, Spring	To research ensemble training for actors for the purpose of working with new drama forms.
Robert St. Lawrence	Theater	Winter	To conduct research for preparation of a book manuscript on contemporary lighting design.

#### ***COLLEGE OF HEALTH AND HUMAN SERVICES***

Margaret King	Human & Consumer Sci.	Fall, Winter, Spring	To complete two books under contract and to conduct research on schooling and young males.
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#### **REGIONAL CAMPUSES**

##### Lancaster

Shun Endo	Art	Fall	To develop a body of paintings, research the dualistic nature of Japanese aesthetic sensitivity, and observe studio programs in Japanese art schools.
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##### Zanesville

Mary Ann Goetz	Nursing	Winter	To develop more effective methods for the evaluation of nursing students as they perform in clinical settings.
Vicki L. Sharrer	Nursing	Fall	To conduct research to update school age's coping strategy inventories.

**ESTABLISHMENT OF THE  
CENTER FOR APPALACHIAN AND RURAL HEALTH RESEARCH**

**RESOLUTION 1999 – 1650**

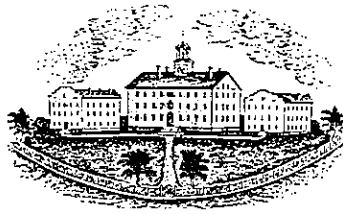
**WHEREAS**, a need exists for improving the health status of populations living in rural America, especially those in the Appalachian region, and

**WHEREAS**, Ohio University College of Osteopathic Medicine is uniquely positioned in a very special environment as an academic medical institution, being located in an impoverished, rural region, with a wide range of limitations effecting access to health care services, and

**WHEREAS**, the function of the Ohio University College of Osteopathic Medicine is guided by three basic principles of Education, Research, and Service to the people of Southeast Ohio.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees establishes the Center for Appalachian and Rural Health Research in the College of Osteopathic Medicine at Ohio University.

Office of the Provost  
Cutler Hall 306  
Athens OH 45701-2979  
740-593-2600 phone  
740-593-9191 fax



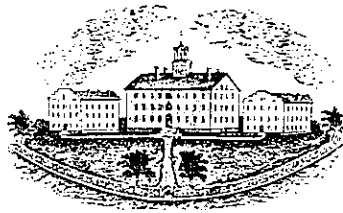
OHIO UNIVERSITY  
1804

**DATE:** March 23, 1999  
**TO:** Robert Glidden, President  
**FROM:** Sharon Stephens Brehm, <sup>SSB</sup>Provost  
**SUBJECT:** Establishment of the Center for Appalachian and Rural Health Research

The attached request for the establishment of the Center for Appalachian and Rural Health Research is one that I support and recommend for approval. Such a center will improve the health status of populations living in rural America, especially those in the Appalachian region.

SSB/jt

Research &  
Technology Center 120  
Athens OH 45701-2979  
740-593-0370 phone  
740-593-0380 fax



OHIO UNIVERSITY

DATE: March 19, 1999

TO: Sharon S. Brehm, Provost

FROM: Carol J. Blum, Interim Vice President  
Research and Graduate Studies

SUBJECT: Establishment of the Center for Appalachian and Rural Health Research

Attached is a copy of a proposal and a resolution for the Board of Trustees regarding the establishment of the Center for Appalachian and Rural Health Research at Ohio University. I have reviewed the proposal and recommend taking it to the President and the Board.

The Center exists to improve the health status of populations living in rural America, especially those in the Appalachian region. It serves as an umbrella for interdisciplinary studies examining epidemiological, health care delivery, educational, and policy issues.

The Center will fulfill a specific purpose that currently does not exist at Ohio University, namely an organizational unit that studies and develops interventions and policies designed to strengthen the health of Southeast Ohio. The Center will generate data that will promote improved health status of rural populations throughout the United States and other countries. Activities of the Center will improve, both directly and indirectly, the University's and the College of Osteopathic Medicine's objectives of education, research, and service.

The Center will be administratively located in the Office of Research in the College of Osteopathic Medicine and report to the Dean of the College of Osteopathic Medicine through the Associate Dean for Research, Jack Blazyk, Ph.D. Director of the Center will be Alfred M. Phele, Ph.D., OU-COM Director of Research Development.



March 1, 1999

Carol Blum, Ph.D.  
Interim Vice President for Research  
RTEC Building Room 101  
Ohio University  
Athens, Ohio 45701

Dear Dr. Blum:

Please find enclosed with this letter the Prospectus and Strategic Plan of the Center for Appalachian and Rural Health Research which we respectfully submit for your approval at the April 1999 Board of Trustees meeting. The development of this Center marks the threshold of a truly exciting time for health-related research activities both here in the College of Osteopathic Medicine and throughout Ohio University.

Since its inception in 1976, the College of Osteopathic Medicine has maintained a vision that emphasizes improving the health status of rural populations. Our training programs, from the selection of incoming students to the philosophy of the curriculum, seek to develop physicians who will bring primary care services to rural communities. Our clinics and outreach programs focus on providing care where it is most needed, namely in the under-served areas of Southeast Ohio. As we now enter a period of rapid development in clinical research, many of our faculty are focusing on research areas that are critical to our geographical region. From the College perspective, research efforts involving rural and Appalachian health completes an important part of the academic circle. Research will benefit the training programs which, in turn, improve access to care, and enhance the quality of care provided to our patient population. The net result is improved health status for people living in all rural areas.

Effective solutions to rural health care problems, however, cannot be addressed solely from the medical perspective. These efforts must be interdisciplinary in nature, including views that have not traditionally been included in such activities. This Center will be a vehicle for bringing teams of Ohio University investigators together and supporting the development of innovative research endeavors in ongoing rural health care issues. New objectives also will be identified through close collaboration with the community and other academic units such as the new Voinovich Center for Leadership and Public Affairs.

The Center for Appalachian and Rural Health Research will provide many benefits to the College, University, and the region through the projects that it implements. We appreciate your confidence and support in the establishment of our new Center.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Barbara Ross-Lee".

Barbara Ross-Lee, D.O.  
Dean

/cab



March 1, 1999

Dean Barbara Ross-Lee, D.O.  
College of Osteopathic Medicine  
Ohio University  
Athens OH 45701

Dear Dean Ross-Lee:

I have enclosed a copy of the Prospectus and Strategic Plan of the Center for Appalachian and Rural Health Research for your review. We are proposing this new center to provide an infrastructure in which our clinical and basic science faculty can team with other faculty and staff throughout the university to address health issues that impact our region.

Many individuals, in colleges ranging from Arts and Sciences, Business, Communications, Education, Engineering and Technology, Health and Human Services, and Osteopathic Medicine, are already engaged in or have an interest in health-related research topics. A preliminary survey of the university faculty has identified over 100 who expressed a desire to participate in the Center for Appalachian and Rural Health Research.

The formation of research teams and the development of an infrastructure to support Appalachian and rural health research will facilitate better health care delivery and influence health policy in our region. We anticipate that interdisciplinary grants stemming from these endeavors will lead to new external funding opportunities and increased rural health research at Ohio University.

Sincerely yours,

Jack Blazyk, Ph.D.  
Associate Dean for Research



**Ohio  
University  
College of  
Osteopathic  
Medicine**

**Center for Appalachian and Rural  
Health Research**

**Prospectus and  
Strategic Plan**

**3/8/99**



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## **I. Introduction**

The function of the Ohio University College of Osteopathic Medicine is guided by three basic principles:

- Education – training physicians with an emphasis on primary care and delivery of services to the underserved populations of Ohio,
- Research – investigating basic human functioning and its relationship to health, understanding the health problems of underserved populations, investigating methods for improving health care and its delivery, and assessing the effects of health policy, and
- Service – delivering quality health care services to the people of Southeast Ohio.

Since the College's inception in 1976, significant advancements have been made in the areas of education and service. The Ohio University College of Osteopathic Medicine (OU-COM) has been recognized as the national leader in producing primary care physicians. Similarly, OU-COM graduates are more likely to practice in rural Ohio locales than their counterparts from the other Ohio medical schools.

OU-COM is situated in a very special environment as an academic medical institution, being located in an impoverished, rural region, with a wide range of limitations effecting access to health care services. As such, it provides an important laboratory in which to conduct projects that will improve the health status of this and other rural populations. Success in understanding rural/Appalachian health issues will require the efforts of individuals from diverse backgrounds. The Center for Appalachian and Rural Health Research will provide the vehicle to bring these multidisciplinary teams together.

## **II. Proposed Mission Statement**

The Center for Appalachian and Rural Health Research exists to improve the health status of populations living in rural America, especially those in the Appalachian region. It serves as an umbrella for interdisciplinary studies examining epidemiological, health care delivery, educational, and policy issues.

## **III. Statement of Need**

The health status of rural populations is affected by many of the same risks and benefits of individuals living in non-rural areas, but is mediated by a constellation of factors unique to these regions, including deficiencies in rural health care systems, the geo-political environment, and the population itself. In much of Appalachia, geography and struggling community development further exacerbate these limitations with detrimental health consequences. In general, rural populations tend to be older, sicker, and poorer than urban populations. They are characterized by inadequate levels of health infrastructure, less employment based insurance, fewer health care services, inefficient transportation systems, and diffusely distributed and diverse populations that make delivery of care and economies of scale impractical.

## **Appalachian Ohio**

The Appalachian region of the United States consists of counties within 13 states, from New York to Mississippi, that border on or are located in the Appalachian mountain range (see Map 1). In contrast to other mountainous areas of North America, the Appalachian region is continuously populated along its length, the vast majority living in rural areas, some of which still qualify for "frontier" designation ( $\leq 6$  residents per square mile). Because of the geography, the cost of developing roads, communication systems, public works facilities, and other access modalities are often prohibitive. Barriers to travel, especially in winter and early spring, further complicate these factors.

Appalachian Ohio consists of 29 counties, all located in the south and southeast regions of the State (see Map 2). The population of the region in 1990 was approximately 1.37 million. The greater liability of the Appalachian area is evidenced by the statistics that show this area to contain the poorest counties within the state, the highest unemployment rates, and lower education attainment, and other economic indicators including median home value (Table 1).

During the summer of 1998, the Office of Research conducted a survey as an initial evaluation of the Southeast Ohio population. Over 1,000 adults completed the survey, which covered topics including personal characteristics, access to and utilization of health care services, prevalence of specific chronic health problems, and an evaluation of food security and hunger. The results of this project (Table 2) reinforced the problems facing Appalachian Ohio, and will provide significant initial input into defining the direction of Center efforts.

Access to care, utilization of services, poverty, environmental and behavioral risks, genetics, and cultural/government influences are important factors that help determine the health status of these populations. Each, in isolation, cannot cause or remedy the limitations of health care in the rural environment. They must be understood, and intervened on, from a multidisciplinary approach. It is this model that the Center for Appalachian and Rural Health Research will be formed.

## **IV. Meeting the Needs**

### **The Traditional View of Rural Health - a Limited Focus**

Most rural health projects are conducted from one setting (college, health department, etc.). The result is a limited focus in understanding complex interrelationships of rural community needs that cross the scope of many disciplines. Simple solutions such as establishing new clinics in high need rural areas might fail because of limitations of transportation, culture, and psychosocial influences on use of the clinic. Similarly, telemedicine health care delivery may have minimal impact if community education is not conducted in a culturally appropriate manner. Given the limited media and other forms of communication in rural areas, telemedicine and other programs will be underutilized unless we understand how to increase awareness and acceptability. These challenges require a better understanding of the wide range of factors that impact rural health.

## **The Center for Appalachian and Rural Health Research - A Multidisciplinary Approach to Rural Health**

At the foundation of the Center operation will be efforts to bring researchers from a variety of backgrounds, but with common interests, together to provide novel approaches to Appalachian and rural health issues. Faculty from most colleges and departments within Ohio University are envisioned to play critical roles in the development and implementation of Center projects. Although meeting different needs within the University, the Center will work closely with other academic units such as the new Voinovich Center for Leadership and Public Affairs, and the Institute for Local Government and Regional Development. Preliminary discussions and surveys of University faculty have found enthusiastic support for the development of this Center.

### **Functions of the Center**

The Center will provide several functions that will support these efforts. It will:

- Establish an infrastructure to support multidisciplinary project development and implementation. The Center will have experienced resources to provide grant application development (coordinator, secretarial, student), along with administrative support once a grant is funded. Staff will be available to coordinate meetings of research teams, provide statistical support, and prepare manuscripts, reports, and presentations.
- Maintain a database of faculty with interests in rural health. The database will include up-to-date curricula vitae (with NIH-formatted biographical sketch, other support, and resource information), and faculty research interests (to aid in organizing research teams and targeting grant and contract announcements).
- Offer a common location for faculty with rural health interests to meet, confer with community representatives, and obtain resources on rural health through a Center library of external and internal publications.
- Provide visibility as a leader in rural health research. This visibility will lead to greater acceptance and participation of the communities, and lead to increased research support funding.

### **V. The Center's Unique Value to Ohio University**

The Center for Appalachian and Rural Health Research will fulfill a specific purpose that currently does not exist at Ohio University, namely an organizational unit that studies and develops interventions and policies designed to strengthen the health of Southeast Ohio. The Center will have the added benefit of generating data that will promote improved health status of rural populations throughout the United States and other countries. The activities of the Center will improve, both directly and indirectly, the University's and the College of Osteopathic Medicine's objectives of education, research, and service.

Ohio University is uniquely positioned to address rural health issues. In addition to its location in the heart of this region, the University offers a rich infrastructure, encompassing medicine,

health and human services, arts and sciences, engineering, education, business, and communication. By drawing upon these resources, we can create multidisciplinary approaches needed to address the problems of health care in rural areas appropriately, and provide an environment to conduct high-quality research on rural health problems.

### **External Benefits**

Research conducted through the Center will not only benefit the Southeastern Ohio region, but also will impact rural areas throughout the United States and other countries. Information provided by rural health research is needed by communities, academic institutions, policy makers, and health care purchasers, to name a few. The Center for Appalachian and Rural Health Research can make valuable contributions to a field that will benefit many people whose health status has previously been neglected.

The Center will improve the institution's visibility and standing within the community and in the rural health research arena. These efforts are expected to improve competition for rural health research funding, especially through organizations such as the National Institutes of Health, the Agency for Health Care Policy and Research, the Federal Office of Rural Health Policy, and the Robert Wood Johnson Foundation.

## **VI. Timeline Overview**

The five-year timeline for this project is divided into three phases.

**Phase I**, approximately one year in duration, will involve developing the Center infrastructure, surveying OU faculty rural health interests, preliminary examinations of SE Ohio rural health barriers and needs, and development of initial research proposals.

During the two-year period of **Phase II**, efforts of the Center will focus on integrating faculty into a rural health research network. This task will involve providing training and support for researchers to become cross-disciplinary project members with common goals. Although these faculty members retain their appointments and positions in their departments, the Center will provide a vehicle for, and encouragement to, investigators from across the Ohio University campuses to collaborate on common projects addressing rural health issues. At the beginning of this phase, we foresee the Center as providing the structure to bring these diverse individuals together, along with the support to begin project and grant development and implementation. In the later part of Phase II, the Center will be reorganized from a discipline-based to a problem-based model, such as understanding health risks (epidemiology), health policy, clinical service delivery and acceptance, fundamental research, education, etc.

**Phase III** will see the integration and continuation of the Center efforts. These two years will involve the stable operation of the Center as it is expected to continue in the future. Although the Center objectives will change over time, responding to the needs of community, entry of new faculty, and development of new projects, the basic infrastructure to support these activities will be in place, and the Center should be self-sufficient with revenues from grant and other funding sources. Evaluation of the Center in terms of meeting mission statement objectives and goals

will be ongoing during this period to enhance the long-term ability of the Center to carry out these efforts.

## **VII. Estimated Fiscal Resources and Sources**

The Center for Appalachian and Rural Health Research will depend on a wide variety of sources to support its activities. Funding will be required to support services that are not directly reimbursed by funding agencies, such as for grant development and overall administrative operations of the Center. Projected costs and potential sources, including the redistribution of grant indirect costs, are based on project phases, with figures calculated per year. Estimates are based on 1999 salaries and costs and are not adjusted for inflation.

**Phase I** – Through the OU-COM administration and the Office of Research, significant commitments have been made to help meet the year 1 funding requirements of the Center. During year 1, OU-COM will fund the Center Director's salary, student support services, and basic office equipment. Funding in the amount of approximately \$40,000 is being sought for additional staff support (statistics, grants coordinator, secretary). Support for these positions, as with all funding for the Center, will be sought through grant revenue, endowments, and capital fund raising efforts.

**Phase II** – Funding will see the continuation and increase in effort of individuals from the first year of the operations, along with the addition of personnel as development continues. Salary estimates are presented on a per-year basis for the two-year period. Equipment and other costs are estimated at cost over the two-year, Phase II period.

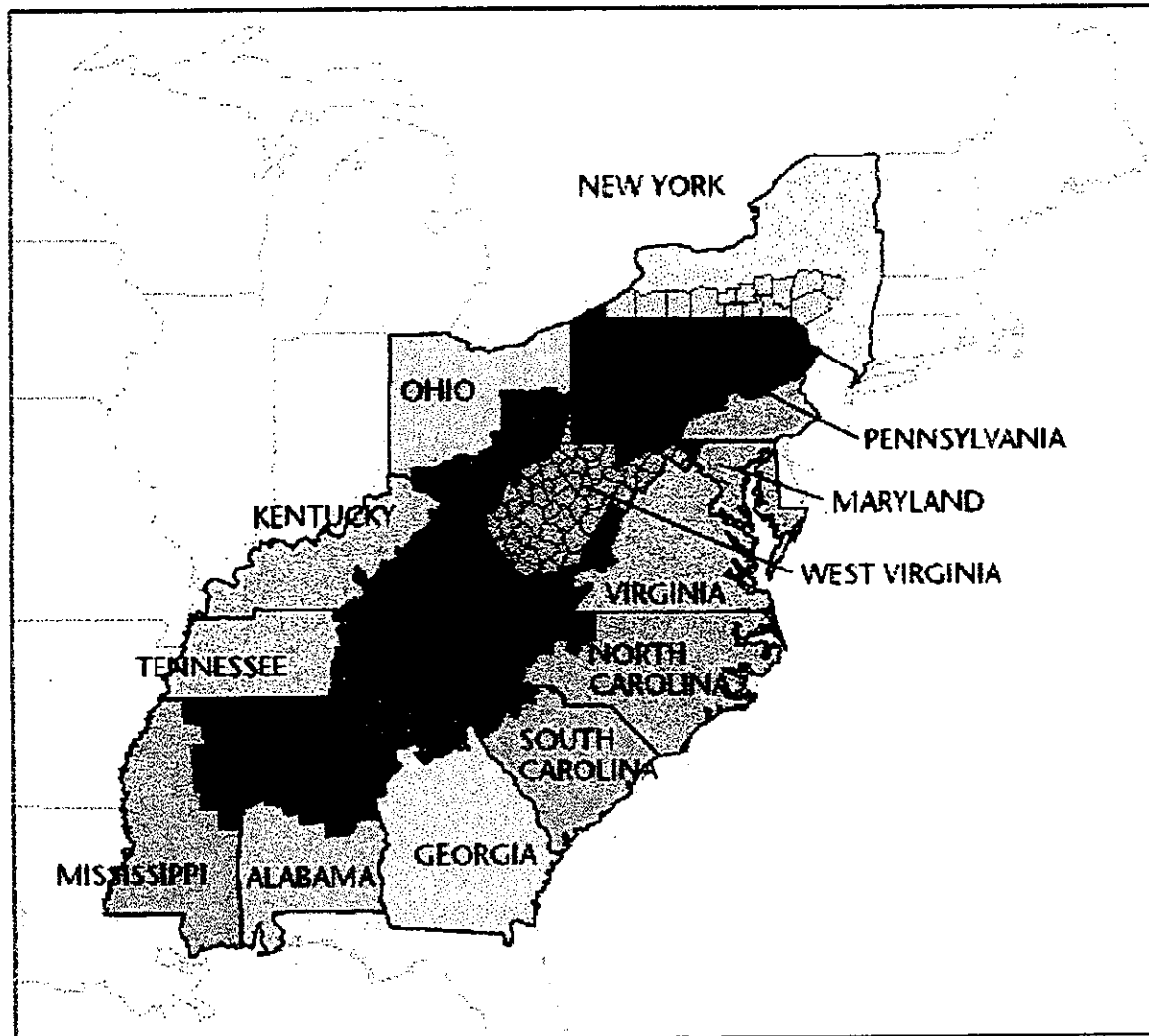
The Center Director's salary will continue to be contributed by the College of Osteopathic Medicine. The effort of the Medical Director, responsible for overseeing the medical implications of Center efforts will be supported through College, grant, and contributed funding (\$12,590 using NIH institutional cap allowances). Approximately \$150,000 per year will be sought for the personnel that will become fully incorporated during Phase II (statistics, grants coordinator, administrator, secretary, graduate research assistant, student hourly). Over these two years, office furniture and equipment in the amount of \$58,000 will also be acquired.

**Phase III** – The two-years of Phase III will involve the continuation of personnel from Phase II at similar salaries, adjusted for inflation and merit. Additional staff and equipment will be dictated as necessary to support funded Center activities.

## **VIII. Administrative Control and Lines of Authority**

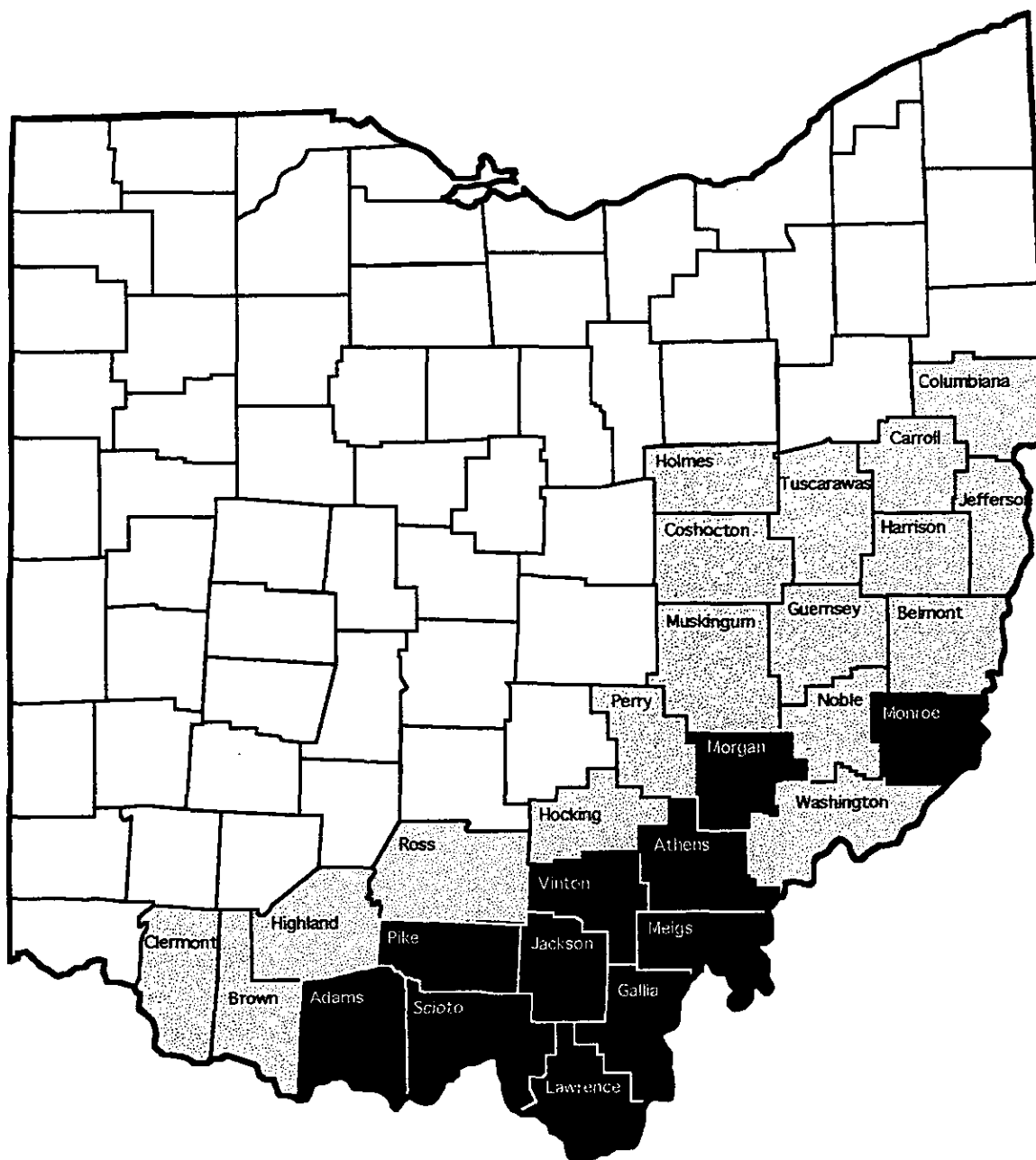
The administrative home of the Center will be the Office of Research in the College of Osteopathic Medicine. Alfred M. Pheley, Ph.D., OU-COM Director for Research Development, will serve as the Director of the Center, with administrative control and authority for its operation. The Center will operate through the Office of Research, with reporting to the Dean of the College of Osteopathic Medicine through the Associate Dean for Research, Jack Blazyk, Ph.D.

# Appalachia



Map courtesy of the Prevention Research Center, West Virginia University

Map 2 – Appalachia, Ohio



Distressed areas as designated by the Appalachian Regional Commission are noted in dark blue.



Table 1. Demographic Characteristics of Appalachian Ohio

County	1990 Population	% >65	% Unemployed	Per-capita Income	Patients per Physician
Adams	25,400	13.5	12.0	10,063	1,814
Athens	59,500	9.8	5.9	11,586	589
Belmont	71,100	18.7	5.7	14,166	1,077
Brown	35,000	12.8	7.9	13,011	1,944
Carroll	26,500	13.7	6.2	13,033	3,786
Clermont	150,200	8.7	5.0	16,231	1,788
Columbiana	108,300	14.9	5.9	12,597	1,105
Coshocton	35,400	14.4	6.5	13,726	1,539
Gallia	31,000	12.8	7.7	12,832	419
Guernsey	39,000	14.9	8.7	12,841	780
Harrison	16,100	17.3	11.1	10,851	1,239
Highland	35,700	15.0	8.0	13,255	1,373
Hocking	25,500	13.3	9.4	12,334	1,500
Holmes	32,800	10.8	4.7	11,016	1,640
Jackson	30,200	14.0	8.5	11,492	2,323
Jefferson	80,300	17.2	6.1	14,853	854
Lawrence	61,800	13.3	6.2	11,841	1,931
Meigs	23,000	15.0	7.5	11,562	2,875
Monroe	15,500	15.6	10.8	13,192	7,750
Morgan	14,200	15.0	8.7	12,978	4,733
Muskingham	82,100	13.8	8.5	14,963	680
Noble	11,300	15.1	8.5	12,407	2,825
Perry	31,600	12.9	11.9	11,688	3,950
Pike	24,200	13.6	9.7	12,013	1,274
Ross	69,300	12.4	8.1	13,476	924
Scioto	80,300	14.9	8.7	12,674	1,017
Tuscarawas	84,100	14.9	6.4	14,958	1,092
Vinton	11,100	13.7	9.1	11,048	*
Washington	62,300	13.6	6.0	14,645	799

\*No physicians practicing in this county.

Table 2. Survey Results from Southeast Ohio, Summer 1998

	Group	%
<i>Population Characteristics</i>		
Age distribution of participants -	< 20	3
	20-39	36
	40-59	36
	60+	25
Gender	Female	63
Race/ethnicity	White	85
Marital status	Married	60
Education	< High School Graduate	21
Gross household income	<\$5,000	18
	<10,000	33
	<20,000	50
<i>Health Care Access and Utilization (reference period - previous 12 months)</i>		
Number of events -		
• ambulatory care visits	≥ 2	67
• overnight hospital admissions	≥ 1	20
• emergency room visits	≥ 1	41
Delayed seeking medical care		32
No regular physician source of care		20
Insurance coverage -	No insurance	14
	Medicare	24
	Medicaid	22
Dental care	Never been or > 2 years	39
<i>Personal Behaviors and Prevention Services</i>		
Cigarette use	Current	31
Pipe tobacco use	Current	3
Smokeless tobacco use	Current	4
Tetanus immunization	Last 10 years	68
Influenza immunization, age > 65	Within last year	76
Pneumonia vaccination, age > 65	Ever	60
Mammogram, women age > 50	Never	13
	Within last 12 months	45
PAP screening, women age 18-65	Never	2
	Within last 12 months	71

Table 2, continued.

Category	%
<i>Prevalence of Selected Health Problems (Has a doctor ever told you that you have...)</i>	
Elevated cholesterol	30
Hypertension	35
Diabetes	16 <sup>1</sup>
Cancer	10
Heart disease	13
Hearing loss	20
Alcohol dependence	6
Obesity	40
Migraine headaches	22
<i>Food Security and Hunger (Events occurred because individuals could not afford food)</i>	
Ever cut size of meals or skip meals	16
Not eaten for a full day or more	8
Lost weight due to not enough food	6
For families with children (N=530):	
Ever cut size of children's meals	5
Children skipped meals	3
Children did not eat for a full day or more	1

<sup>1</sup> State of Ohio estimated prevalence is estimated at 4.5%

### C. BOARD ADMINISTRATION COMMITTEE

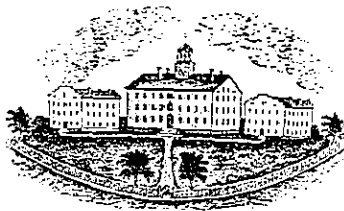
Committee Chairman Goodman stated there were three reports to come before his committee prior to the consideration of action items.

Vice President Siemer briefly summarized his financial report to the Trustees highlighting matters of budget analysis, investment performance, investment loan fund, and internal audit programs and benchmarking. A copy of the report was included with agenda materials.

Provost Brehm, Associate Provost Reeves, Associate Dean of the Business College Ted Compton and Scott Campbell, Computer Support Specialist, presented a commentary and presentation on how the institution and the College of Business attempt to ease students' scheduling concerns and graduation times. The presentation was very well received and a copy is included with the official minutes.

Trustee Goodman reported that he had, at the request of Chairman Brunner, convened a small group including Trustees Grover and Roush, Board Secretary Geiger, Center for Student Advocacy Director Baird, Mayla Yoacham and him to review the Center's three-year operation as required by previous Trustee action. Mr. Goodman stated he had been satisfied following discussion that the Center was indeed serving students well and that their methods of communication with students and offers of advice and mediation were having a significant impact on the lives of our students. He noted there had been some discussion regarding the Center's representation of students on alcohol-related criminal misdemeanor cases but said he felt this to be inappropriate given our concerns with alcohol abuse. He indicated student volunteer service in the center was good and that supporting letters to continue the program have been received from the Student Senate and the Center's Board of Trustees.

It was agreed the Trustees will authorize, at their June meetings, the continuation of the Center for Student Advocacy for five additional years and that Director Baird will provide support data. The secretary was instructed to prepare the appropriate resolution for action.



OHIO UNIVERSITY

March 30, 1999

**MEMORANDUM**

TO: Members of the Ohio University Board of Trustees

FR: Dick Siemer *[Signature]*

RE: Treasurer's Report

We are now two-thirds through the academic year and it becomes somewhat easier to anticipate year-end results. In the materials on the following pages, outlined below, I have attempted to provide summary financial information that you will give you a sense of where we will end this fiscal year and what trends are shaping our financial results. I have also provided some placeholder information for programs that you have approved: Investment Loan Program, the Internal Audit Program, and the Benchmarking Program.

The Series 1999 bond issue you approved at the last Board meeting was marketed on March 23<sup>rd</sup>. The issue participants were:

Underwriter	Bank One	Bill Elliott
Bond Counsel	Peck, Shaffer & Williams	Dennis Schwallie
Trustee	National City Bank	Holly Pattison

We were very pleased that the interest cost for the overall issue was 4.98%. Also, as part of the issuance process, both Moodys and Standard and Poors reaffirmed the University's bond rating (A1 and A+ respectively). Both indicated there is some room for upward movement but this would be dependent on the University maintaining its solid financial results and conducting a successful capital campaign.

I have organized the materials on the pages as follows:

1. Budget Analysis
  - 1.1. Budget to Actual Comparison
  - 1.2. Terms
2. Investment Performance
  - 2.1. Ohio University
  - 2.2. Ohio University Foundation
  - 2.3. Ohio University Foundation Non-Endowment
3. Investment Loan Fund
4. Internal Audit Program
5. Benchmarking

Table 1.1 provides budget and actual information for Fiscal Year 1997-98 and Fiscal Year 1998-99. The data on the table reflects unrestricted revenue and expenses for the Athens General Program, Regional Higher Education, College of Osteopathic Medicine, and Auxiliary enterprises.

After adjusting for timing differences, the unrestricted funds are tracking well against last year's performance, when we had a year-to-date positive change of \$23.7 million in unrestricted fund balance. (We ended last year with a positive change of \$ 3.9 million in unrestricted fund balance). This reflects the University's historical pattern of realizing a larger portion of revenue earlier in the fiscal year than expenditures occur.

Revenues through the end of February are \$ 9.6 million or 4.3 % above the same period last year. This is slightly below our budget expectation. As we indicated at the February Board meeting, the Athens campus experienced lower than anticipated enrollments that will result in student tuition and fees that will be approximately \$1.5 million below original estimates. These variances are being offset by other revenue sources (primarily investment earnings). The investment earnings displayed on the table represent only a portion of the anticipated earnings from quasi-endowment funds. We will finalize these estimates and present them to the Board at the June meeting (when we will need approval from the Board to transfer investment earnings funds from the quasi-endowment to the University's operating accounts).

Expenses through the end of February are \$ 6.3 million above the same period last year. However, Winter quarter fee waivers for graduate students were posted in February 1998 and have not been posted in February 1999. Had the March 1999 entries for graduate fee waiver been made, expenses would have increased by more than \$ 3 million to more than \$ 9.3 million. Thus, both revenues and expenditures are above the same period last year by approximately the same amount.

A change in way we account for overhead charges (mitigation) to the Auxiliaries that was implemented during the last budget process is the primary reason for drop in expenditure in the Operation of maintenance of plant category.

Auxiliary expenditures are \$1 million dollars below the same period last year. The primary reason for this variance relates to the lower expenditures in the Residence and Dining, Student Union, and the Airport. The Student Union had capital improvements last year that did not happen this year. The Airport had a significant equipment purchase last year to replace the aircraft training fleet. Residence and Dining has transferred fewer funds year-to-date to the Renewal and Replacement fund.

TABLE 1

**Ohio University - Unrestricted Funds  
Comparison of Budget to Actuals  
As of February 28, 1999**

	<b>1998-99 BUDGET</b>	<b>February, 1999 ACTUALS</b>	<b>Percent of BUDGET</b>	<b>1997- 98 BUDGET</b>	<b>February, 1998 ACTUALS</b>	<b>Percent of BUDGET</b>	<b>YTD Actual Dollar Change</b>	<b>YTD Actual Percent Change</b>
<b>REVENUES</b>								
Student tuition and fees	\$127,763,274	\$96,621,116	75.6%	\$123,135,841	\$94,605,730	76.8%	\$2,015,386	2.1%
State appropriations	130,066,000	86,945,067	66.8%	125,135,000	83,809,212	67.0%	3,135,855	3.7%
Gifts, grants and contracts	3,595,131	2,518,880	70.1%	3,129,000	2,411,284	77.1%	107,596	4.5%
Investment income	3,494,555	2,764,519	79.1%	2,910,000	2,545,401	87.5%	219,118	8.6%
Sales and service of educational departments	4,736,530	3,339,700	70.5%	4,640,284	3,031,975	65.3%	307,725	10.1%
Auxiliary enterprises	49,936,520	32,322,245	64.7%	46,527,442	29,877,927	64.2%	2,444,318	8.2%
Other revenues	6,228,306	6,129,902	98.4%	5,303,365	4,801,323	90.5%	1,328,579	27.7%
Total revenues	325,820,316	230,641,429	70.8%	310,780,932	221,082,852	71.1%	9,558,577	4.3%
Budgeted carry forward	29,296,367	0	0.0%	23,788,167	0	0.0%	0	0.0%
Total resources	355,116,683	230,641,429	64.9%	334,569,099	221,082,852	66.1%	9,558,577	4.3%
<b>EXPENSES</b>								
Program activities:								
Instruction	133,146,024	71,849,098	54.0%	124,933,338	69,772,178	55.8%	2,076,920	3.0%
Research	9,130,624	3,408,397	37.3%	7,322,653	2,685,153	36.7%	723,244	26.9%
Public service	3,472,282	2,953,778	85.1%	3,136,492	2,536,664	80.9%	417,114	16.4%
Supporting activities:								
Academic support	40,533,814	24,901,204	61.4%	37,494,644	24,117,188	64.3%	784,016	3.3%
Student services	17,644,864	9,809,564	55.6%	16,253,692	9,421,635	58.0%	387,929	4.1%
Institutional support	38,208,044	21,459,575	56.2%	37,911,241	21,302,348	56.2%	157,227	0.7%
Operations and maintenance of plant	28,118,090	19,553,886	69.5%	28,729,470	14,707,986	51.2%	4,845,900	32.9%
Student aid	19,904,158	9,555,921	48.0%	17,684,797	13,479,131	76.2%	(3,923,210)	-29.1%
Auxiliary enterprises	62,505,608	37,779,478	60.4%	57,365,185	38,794,043	67.6%	(1,014,565)	-2.6%
Transfers to other funds	2,441,802	2,441,802	100.0%	3,737,587	552,609	14.8%	1,889,193	341.9%
Total expenses	355,105,310	203,712,703	57.4%	334,569,099	197,368,935	59.0%	6,343,768	3.2%
Net change	<u>\$11,373</u>	<u>\$26,928,726</u>		<u>\$0</u>	<u>\$23,713,917</u>		<u>\$3,214,809</u>	

## Description of Expenditure Categories

**Instruction** – Expenditures for all activities that are part of Ohio University's instruction program. Includes expenditures for department chairpersons but excludes expenditures for academic administration when the primary assignment is administration (academic deans).

**Research** – Expenditures for activities specifically organized to produce research outcomes from the institution and includes matching funds applicable to the conditions set forth by the grant or contract from an external agency. Recovery of the indirect costs charged to external agencies is excluded from this category.

**Public Service** – Expenditures for activities that are established primarily to provide non-instructional services beneficial to individuals and groups external to the organization. These activities include community service programs and cooperative extension services.

**Academic Support** – Expenditures with the primary purpose of providing support services to the missions of instruction, research, and public service. Includes expenditures for academic administration (deans); media, such as audiovisual services; the retention, preservation, and display of educational materials (libraries); separately budgeted support for course and curriculum development.

**Student Services** – Expenditures for offices of admission and registrar and those activities whose primary purpose is to contribute to the student's emotional and physical well being and to his/her intellectual, cultural, and social development outside the context of the formal instruction program.

**Institutional Support** – Expenditures for central executive-level activities concerned with the management and long-range planning of the entire institution, (e.g. governing board, planning and programming and legal services). It also includes fiscal operations, administrative data processing; human resources; logistical activities that provide procurement, storerooms, safety, security and printing services to the institution; activities concerned with community and alumni relations.

**Operations and Maintenance of Plant** – Expenditures of current funds for the operation and maintenance of physical plant, net of amounts charged to the auxiliary enterprises and hospitals. It does not include amounts charged to institutional plant fund accounts. It includes all expenditures for operations established to provide services and maintenance related to campus grounds and facilities.

**Student Aid** – Expenditures for outright grants to students, either for credit or non-credit. It includes aid to students in the form tuition and fee remissions. However, if remissions of tuition and fees granted as result of employment conditions or family relationship to faculty or staff, the expenditure should be recorded as an employee benefit.

**Auxiliary Enterprises** – are accounting entities that exist to furnish goods or services to students, faculty, or staff and charges a fee directly related to the cost of the goods or services. It includes residence halls, food services, ICA, student unions, etc.



**OHIO UNIVERSITY**  
**INVESTMENT MANAGERS' PERFORMANCE RESULTS**  
**FEBRUARY 28, 1999**

	MARKET VALUE 02/28/98	MARKET VALUE 02/28/99	CHANGE	CURRENT MONTH RETURN	BENCHMARK RETURN	1 YR ENDING 02/28/99 RETURN	1 YR ENDING 02/28/99 BENCHMARK RETURN
<b>MELLON</b>							
CF STOCK INDEX (500-555)	\$ 16,030,484.45	18,542,277.26	2,511,792.81	(3.11)	(3.11)	19.93	19.73
CF ASSET ALLOCATION (500-556)	13,804,185.83	15,246,713.25	1,442,527.42	(3.75)	(3.47)	16.68	16.11
<b>TOTAL MELLON</b>	<b>\$ 29,834,670.28</b>	<b>33,788,990.51</b>	<b>3,954,320.23</b>	<b>(3.40)</b>	<b>(3.27)</b>	<b>18.53</b>	<b>18.10</b>
<b>QUASI ENDOWMENT:</b>							
<b>MELLON</b>							
CF STOCK INDEX (500-674)	\$ 350,000.00 *	412,599.34	62,599.34	(3.11)	(3.11)	18.91	17.82 *
BANK ONE	\$ 13,041,094.00 **	12,985,018.00	(56,076.00)	(0.43)	(0.49)	N/A	N/A
<b>BENCHMARKS ARE AS FOLLOWS:</b>							
<b>MELLON:</b>							
CF STOCK INDEX: S&P 500 INDEX							
CF ASSET ALLOCATION: 65% CF COMPOSITE STOCK INDEX, 30% CF LONG BOND FUND, 5% 30 DAY CD							
BANK ONE: MERRILL LYNCH 1-3 YEAR GOVERNMENT BOND INDEX							
* ACCOUNT ESTABLISHED 10-15-98							
** ACCOUNT ESTABLISHED 02-01-99 (ROLLOVER OF INITIAL DEPOSIT TO CF STOCK INDEX OF \$11,176,338, PLUS GAINS THROUGH 1/31/99 OF \$2,418,916, LESS INTEREST WITHDRAWAL OF \$554,160)							

**OHIO UNIVERSITY FOUNDATION  
ENDOWMENT  
INVESTMENT MANAGERS' PERFORMANCE RESULTS  
FEBRUARY 28, 1999**

	MARKET VALUE 02/28/98	MARKET VALUE 02/28/99	CHANGE	CURRENT MONTH RETURN	BENCHMARK RETURN	1 YR ENDING 02/28/99 RETURN	1 YR ENDING 02/28/99 BENCHMARK RETURN
<b>MELLON</b>							
CF ENHANCED ASSET ALLOCATION (600-456)	\$ 32,481,192.33	36,785,217.44	4,304,025.11	(3.92)	(3.47)	15.39	16.11
CF STOCK INDEX (500-509)	27,673,924.91	33,689,566.85	6,015,641.94	(3.11)	(3.11)	20.39	19.73
CF GLOBAL TACTICAL ASSET ALLOCATION (500-596)	16,395,179.36	17,933,142.66	1,537,963.30	(2.94)	(2.89)	9.68	11.65
TOTAL MELLON	\$ 78,550,296.60	88,407,926.95	11,857,630.35	(3.41)	(3.22)	16.02	16.58
<b>COMMON FUND</b>							
DOMESTIC EQUITY	\$ 32,652,573.47 *	35,313,994.61	2,661,421.14	(3.80)	(3.00)	9.30	16.90
EMERGING MARKETS	6,744,533.20	4,927,124.08	(1,817,409.12)	0.80	1.80	(25.60)	(24.70)
INTERNATIONAL EQUITY (LH)	12,822,204.08	12,993,905.67	171,701.59	(2.20)	(2.50)	2.70	4.30
TOTAL COMMON FUND	\$ 52,219,310.75	53,235,024.36	1,015,713.61	(2.98)	(2.43)	4.46	9.97
COMPOSITE RETURN	\$ 128,769,607.35	141,642,951.31	12,873,343.96	(3.25)	(2.92)	11.67	14.10
BENCHMARKS ARE AS FOLLOWS:							
CF ENHANCED ASSET ALLOCATION: 65% CF COMPOSITE STOCK INDEX FUND, 30% CF LONG BOND FUND, 5% 30 DAY CD (MIX VARIES)							
CF STOCK INDEX: S&P 500 INDEX							
CF GLOBAL TACTICAL ASSET ALLOCATION: 60% MORGAN STANLEY CAPITAL INTERNATIONAL WORLD INDEX; 40% SALOMON WORLD GOVERNMENT BOND INDEX							
DOMESTIC EQUITY: LONG-TERM IS S&P 500 INDEX; SHORT-TERM VARIES							
EMERGING MARKETS: INTERNATIONAL FINANCE CORPORATION INVESTABLE INDEX							
INTERNATIONAL EQUITY (LH): MSCI WORLD EX-US INDEX HEDGED							
* MULTI-STRATEGY EQUITY WAS TRANSFERRED TO DOMESTIC EQUITY 03/01/98							

**FEBRUARY 28, 1999**

[illegible]

## **Ohio University Report on the Investment Loan Fund**

The Ohio University Board of Trustees established the Investment Loan Fund on June 27, 1998 to provide units within the University an opportunity to borrow money from the University's Diversified Investment Pool for purposes that advance the educational mission of the University. To date, two loans, covering three projects, have been approved as follow:

1. One loan has been approved for the expansion of the University's recreation facilities for two projects totaling \$2,000,000. The loan serves as a short-term funding mechanism and is to be reimbursed from proceeds from the University's pending bond issue. The projects include:

- a. **Tennis Complex \$1,200,000**-The Tennis Complex will include six outdoor and four covered tennis courts as well as a clubhouse that will be used for the management of the tennis complex and the golf course. The clubhouse includes locker facilities, lounge, concession/resale areas and office space for the staff.

As of March 24, 1999, \$706,230 has been loaned for various costs of this project, with \$9,100 of interest being generated at a prime rate of 7.75%.

- b. **Bird Arena Expansion \$800,000**-The expansion of this facility will redirect the entry to the arena to Oxbow Drive and will include the addition of a concession stand, skate room and lounge, rest rooms, balcony viewing area and lounge. Offices will be relocated to the expansion. The existing skate lounge and rest rooms will be renovated into four locker rooms.

No advances have been requested for this project to date.

2. The second loan is for the **Dr. Steve and Kathy Carin Strength and Conditioning Center**. The loan is for \$600,000 and is to be repaid over a five-year period from pledges received from contributors. In its application for the loan, the Department of Intercollegiate Athletics stated that it has recognized the importance and immediate need to upgrade the existing facilities for the strength and conditioning program, which will positively affect the recruitment, training and quality of the University's student-athletes experience. To that end, the Athletic Department is committed to building a new, custom-designed, 8,000 square foot facility to house the Strength and Conditioning Center. Construction of the new \$1 million center has begun and will be an extension of the Peden Stadium Tower.

Initial contributions have funded the start-up costs for this project, and to date no draws have been made against the approved loan.

## INTERNAL AUDIT AT OHIO UNIVERSITY

April 15, 1999

In 1998, the Ohio University Board of Trustees recommended the implementation of an internal audit program at Ohio University in response to a management comment from KPMG Peat Marwick and their own sense that this was a necessary internal control function. A management position was reconfigured within the general accounting area of the Vice President for Finance and the new position was created entitled, Manager of Auxiliary Accounting and Internal Audit. This position has responsibility for the areas of auxiliary accounting, tax compliance, including unrelated business income tax issues, and internal audit. The position was filled in March of 1998 by an Ohio University alumna, Tina Abdella ('77 BBA, Summa Cum Laude) who is also a CPA and has extensive prior experience in Internal Audit. Over the past year, Ms. Abdella has gained experience at the University as well as developed how the audit program will proceed. The plan is to combine Ms. Abdella's experience with outside audit resources, augmented by students, to accomplish an effective and efficient audit program.

Over the past months, we have undertaken the following initiatives:

- Contracting and working with Arthur Andersen LLP in an "agreed-upon procedures" engagement of an internal control self-assessment of Intercollegiate Athletics (ICA). This was part of a larger task of completing the fiscal integrity section of the NCAA self-study required to be completed by Ohio University and finalized in winter quarter.
- Preparation and implementation of an audit program for the new purchasing card program at Ohio University. This audit program was begun with a review of the Library's compliance with the requirements of the program. Facilities Management is currently being audited and the next area to review will be the Vice President for Finance Division.
- The ticket office operation in ICA received a formal audit as a result of information coming from the Arthur Andersen LLP "agreed-upon procedures" engagement. The audit report, currently in draft form, has observations for operational improvements and recommendations for action. The report will be finalized upon receipt of a response from the Director of Athletics, Tom Boeh. This, our first audit, will be the template for subsequent reviews. We have probably spent too much time in Tom's area trying to "get this right" and the report is much more detailed than our later ones are likely to be.
- We have issued a request for proposal (RFP) for accounting services to conduct cash audits at Ohio University looking at the areas of the Bursar, Regional Campuses and Lifelong Learning. This work will be directed and reported by Ms. Abdella, but a contract firm will perform the audit work.

The plan is for the Internal Audit manager to present, at each June's meeting, both the wrap-up of the current year's audit plan and the following year's prospective audits. During the year, summary reports on the audit work will be provided to the Trustees with the full reports available for each member of the Board's review upon request.

The Internal Audit manager, Ms. Tina Abdella, can be contacted at (740) 593-1865. Her e-mail address is [abdellat@ohio.edu](mailto:abdellat@ohio.edu).

## **Financial Benchmarking**

In the future, a section of the Treasurer's Report will be dedicated to providing the Board of Trustees's financial benchmarking comparisons against both our aspiration group and other Ohio institutions. The aspiration group was enumerated at the February board meeting as being: University of Virginia, University of North Carolina (Chapel Hill), University of California-Irvine, University of California-Santa Barbara, Northwestern, and Tulane.

In the time following the February board meeting, our staff has been busy accumulating the past three years' financial reports from those institutions that we will be benchmarking against. We have begun the process of evaluating how these institutions report their data. In addition, we have been reviewing the indicators that we will be using to evaluate our financial standing. Our focus for this review will be on balance and efficiency: how other institutions balance their financial resources and how they use them most efficiently.

One important element that is requiring considerable analysis is the difference in reporting practices. Private universities use Federal Accounting Standards Board (FASB) guidelines for financial reporting. Public universities use Governmental Accounting Standards Board guidelines for financial reporting. The inclusion of two private institutions, Northwestern and Tulane, in our aspiration group will require us to compensate for these different reporting practices.

In our June report, we will begin to report to the Board of Trustees on a number of financial measures. Included in these analyses will be:

- Comparisons of Revenue Structure
- Comparisons of Expenditure Structure
- Senate Bill 6 Ratio Analysis
- Comparisons of Common Endowment Measures

We welcome the Board's input and ideas as we proceed in this endeavor.



# Ohio University

Faculty Senate  
202 Pilcher House  
Ohio University  
Athens, Ohio 45701-2979  
614/593-2640/593-2641

Dr. Robert Glidden  
President, Ohio University  
108 Cutler Hall  
Ohio University  
Athens, Ohio 45701

Dear President Glidden,

The Ohio University Honorary Degree Committee has discussed a number of nominations and at this time recommends to you two distinguished Americans.

We anticipate meeting again to discuss two other individuals during early Spring quarter once we receive the completed nomination materials.

All members of the committee who were present supported these two nominations..

Dr. Benny Bailey

Dr. Benny Bailey, an Ohio University Ph.D. graduate is an educator and businessman who currently serves in a leadership position in the Commonwealth of Kentucky.

His work in economic development and the improvement of health care for people in Appalachia make him a most appropriate recipient of an Honorary Degree from Ohio University given our location and our role in the improvement of both the access and quality of health care and economic development. The supporting materials in the file were carefully studied by the committee, and we feel they represent a wonderful opportunity for Dr. Bailey's alma mater to recognize his many special contributions to the people of our country.

Mr. Murray Louis

Mr. Murray Louis is one of the major figures in the field of dance. He has received numerous honors for his unique contributions to his field. Ohio University's highly acclaimed and recognized School of Dance has incorporated many of the pedagogical principles he developed through the Nikolais-Louis companies.

He has published numerous important articles in leading dance publications. He has helped develop art's programs for school children, and at universities. He has served as a Phi Beta Kappa lecturer at Ohio University and has committed the donation of the Nikolais-Louis Dance Archives to Ohio University.

Sincerely yours,

Arthur Marinelli, Chair, Ohio  
University Honorary Degree Cpmmittee

Mr. Goodman presented, with Mr. Grover's motion to approve and a second by Mrs. Ong, to adopt the following resolution. All agreed.

## **HONORARY DEGREE AWARDS**

### **RESOLUTION 1999 - 1651**

**WHEREAS**, the University Committee on Honorary Degrees has recommended that Ohio University honor the persons listed below through the conferral of an honorary degree,

Benny Bailey

Leon Harris

Murray Louis

Peter Lamport

His Majesty King Bhumibol Adulyadej, King of Thailand

**AND WHEREAS**, it remains for the President to determine whether these persons wish to accept the awards.

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





OHIO UNIVERSITY

## Interoffice Communication

Dr. Robert Glidden  
President, Ohio University  
108 Cutler Hall  
Ohio University  
Athens, Ohio 45701

Dear President Glidden,

The Ohio University Honorary Degree Committee wishes to add the following nominations to those previously sent to you.

His Majesty King Bhumibol Adulyadej, King of Thailand

His Majesty has been a champion of human development including major emphasis on public health, education, disaster relief, and economic development. He has taken major initiatives in the area of appropriate use and development of water resources and conservation of soil and forest resources. Ohio University offers a joint PhD program in Organizational Communication at Bangkok University.

Peter Lamport

A civic leader, governmental leader, and successful businessman who has been a key figure in the restoration of democratic life and restoration of Guatemala's return to its constitutional framework. He has assisted the Ohio University Library in becoming the official depository of Guatemalan government publications and archival materials in the United States.

Sincerely yours,

Arthur Marinelli, Chair, Ohio  
University Honorary Degree Committee

PRESIDENT'S OFFICE

APR - 1 1999

Mr. Goodman presented, with Mr. Emrick's motion to approve and a second by Mr. Grover, to authorize the following resolution. Trustees voted unanimously to approve.

## **REVISION TO NON-ENDOWMENT INVESTMENT POLICY**

### **RESOLUTION 1999 - 1652**

**WHEREAS**, The Ohio University Board of Trustees previously adopted by resolution, Ohio University Policy and Procedure No. 50.001 "Statement of Objectives and Policies for Invested Funds", and

**WHEREAS**, Vice President and Treasurer, Dick Siemer, is authorized to implement and administer investments in accordance with the policy, and

**WHEREAS**, the Board upon the advice of Mr. Siemer and the institution's investment advisor, desires to amend two sections of the current policy as it pertains to the Liquidity Pool values.

**NOW, THEREFORE, BE IT RESOLVED**, that page 3, F, 1, b shall be amended to include the language, "The portion of the liquidity pool managed in the Intermediate Bond style shall exceed the Lehman Intermediate Government Corporate Index," and that page 4, F, 2, b shall be amended to include the language, "The Standard Deviations for the portion of the liquidity pool managed in the Intermediate Bond style shall not exceed 1.2 times the standard deviation of the Lehman Intermediate Government Corporate Index."

It is found and determined that all formal actions of this Board of Trustees concerning and in relation to the adoption of this resolution were adopted in an open meeting of this Board of Trustees; and that all deliberations of this Board of Trustees and any of its committees that resulted in such formal action, were in meetings open to the public in compliance with the law, including Section 121.22 of the Ohio Revised Code.

This resolution shall take effect immediately upon its adoption.



## Interoffice Communication

OHIO UNIVERSITY

DATE: March 31, 1999

TO: President and Board of Trustees of Ohio University

FROM: Nicolette Dioguardi, Associate Director, Office of Legal Affairs

A handwritten signature in dark ink, appearing to read "Nicolette Dioguardi".

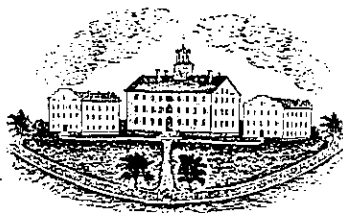
SUBJECT: Resolution amending Policy No. 50.001

The attached Resolution amends Ohio University Policy and Procedure No. 50.001 "Statement of Objectives and Policies for Invested Funds".

Thomas W. Kienzler, the University's Investment Manager suggested the changes to Vice President Dick Siemer. His belief is that the changes will add more value to the Liquidity Pool, but still fall within the stated 5 year average maturity maximum. From my review of the previous Resolution adopting Policy 50.001 and the policy, I believe it is necessary to pass a Board resolution to make this substantive change in the policy.

ND:ndw

Enclosure



OHIO UNIVERSITY

March 30, 1999

**MEMORANDUM**

TO: Members of the Ohio University Board of Trustees

FR: Dick Siemer 

RE: Investment Policy Change

I have forwarded two recommended changes to our Non-Endowment Investment Policy for your review and consideration. The changes are in *Italics* on pages three and four of the revised policy (attached) preceded by a cover letter from Mr. Thomas Kienzler who manages the Liquidity Pool portfolio for us at Bank One.

Enclosures:

- Letter from Mr. Thomas Kienzler dated March 24, 1999
- Revised Non-Endowment Investment Policy



March 24, 1999

Mr. Richard P. Siemer  
Vice President - Finance  
Ohio University  
160 West Union Street, #204  
Athens, Ohio 45701-2979

Re : Investment Policy and Account Guidelines for the Liquidity Pool

Dear Dick,

I've outlined some recommended amendments to your current investment policy. As your investment manager, I feel this will add more value to the Liquidity Pool. A blend of two intermediate bond styles would be an effective combination. This will add more yield advantage, but still fall within the stated 5 year average maturity maximum.

Please find the recommended changes for the Liquidity Pool as follows:

page 3, F, 1, b. - With reference to the Intermediate index I would suggest adding; "The portion of the Liquidity Pool managed in the Intermediate Bond style shall exceed the Lehman Intermediate Government Corporate Index."

page 4, F, 2, b. - add sentence; " The standard deviation for the portion of the Liquidity Pool managed in the Intermediate Bond style shall not exceed 1.2 times the standard deviation of the Lehman Intermediate Government Corporate Index."

Thank you in advance for your time and consideration of the above suggested changes. I look forward to talking with you shortly.

Sincerely,

A handwritten signature in black ink, appearing to read "TKienzler", written over a horizontal line.

Thomas W. Kienzler  
Institutional Investment Manager

cc Larry Corrigan  
Lisa Wesolek

**OHIO UNIVERSITY POLICY & PROCEDURE**

SUBJECT

**Statement of Objectives and Policies for Non-Endowment  
Invested Funds**PROCEDURE NO.  
**50.001**PAGE NO.  
**1 of 7**DATE ISSUED  
**Draft**DATE APPROVED  
**April 16, 1999**ISSUED BY  
**Dick Siemer**APPROVED BY  
**Board of Trustees**

**Purpose:** The Board of Trustees of Ohio University is vested by statute with responsibility for the oversight of the University. This statement of investment objectives and policies governs the management of the University's non-endowment invested funds. It is anticipated that this statement will be effective until modified as conditions warrant by the Board.

**A. INVESTMENT OVERVIEW**

1. The University has two primary pools of invested funds - cash and pooled investments (as shown on the balance sheet) and endowment funds. The primary objective for the cash and pooled investments is to enable the University to meet its financial obligations as they come due. A secondary objective is to achieve investment returns above that of money market instruments.
2. The endowment funds are governed by the Endowment Investment Policy and administered in conjunction with the Ohio University Foundation Endowment funds. [Board Resolution dated 1/15/77]

**B. INVESTMENT OBJECTIVE**

The primary objectives, in priority order, of the University's non-endowment investment activities shall be:

1. **Safety:** Safety of principal is the foremost objective of the investment program. Investments of the University shall be undertaken in a manner that ensures, over time, the preservation of capital in the overall portfolio.
2. **Liquidity:** The University's investment portfolio will remain sufficiently liquid to enable the University to meet all operating requirements. Portfolio liquidity is defined as the maturity or ability to sell a security on a short notice near the purchase price of the security. To help retain the desired liquidity, no issue shall be purchased that is likely to have few market makers or poor market bids. Additionally, liquidity shall be assured by keeping an adequate amount of short-term investments in the portfolio to accommodate the cash needs of the University.
3. **Return on Investments:** The University's non-endowment portfolio shall be structured with the objective of attaining the highest possible "total return" for the investment portfolio while adhering to the restraints and obligations inherent in the current legal construct of a prudent fiduciary [Third Restatement of Trusts (1990) and the Uniform Prudent Investor Act of 1994].

**C. INVESTMENT STRUCTURE**

The cash and pooled investments shall be divided into three funds:

	<b>Pool Allocation</b>	
	<b>Target</b>	<b>Expected Range</b>
Cash Pool	25%	20 - 40%
Liquidity Pool	50%	30 - 60%
Diversified Investment Pool	25%	0 - 30%

**OHIO UNIVERSITY POLICY & PROCEDURE**

SUBJECT

**Statement of Objectives and Policies for Non-Endowment  
Invested Funds**PROCEDURE NO.  
**50.001**PAGE NO.  
**2 of 7**DATE ISSUED  
**Draft**DATE APPROVED  
**April 16, 1999**ISSUED BY  
**Dick Siemer**APPROVED BY  
**Board of Trustees****D. GENERAL OBJECTIVES**

1. The objective of the **Cash Pool** shall be to meet the day to day obligations of the University. It shall be invested in highly liquid instruments with little or no risk of principal loss (e.g., STAR Ohio).
2. The objective of the **Liquidity Pool** shall be to provide a liquid source of funds in the event the Cash Pool is insufficient to meet the University's cash needs. The investment strategy opportunity for this pool is that its time horizon, and flexibility, is such as to permit investment in permitted instruments that offer greater return than money market yields. The weighted average life of the pool shall be no longer than five years.
3. The objectives of the **Diversified Investment Pool** shall be to provide:
  - ☐ the University's programs a flow of financial support that will grow at least as fast as the rate of inflation (as measured by the Higher Education Price Index), and
  - ☐ a source of funds in the very unlikely event that the Cash Pool and Liquidity Pool are insufficient to meet the University's day to day obligations.

Up to 25% of the target amount for the Diversified Investment Pool (DIP) funds can be utilized in the University's Investment Loan Program (policy 50.002).

**E. ASSET ALLOCATION**

Deliberate management of the asset mix among classes of investments is both a necessary and desirable responsibility. In the allocation of assets, diversification of investments among asset classes that are not similarly affected by economic, political, or social developments is a highly desirable objective.

**(Cash Pool)**

The **Cash Pool** may be managed by one or more short-term investment managers, each maintaining a portfolio with an average weighted maturity between one day and one year. Investments in STAR Ohio are permitted without regard to the qualification on average weighted maturity.

**(Liquidity Pool)**

The **Liquidity Pool** shall be managed by one or more intermediate-term investment managers, each maintaining a portfolio with an average weighted maturity between one year and five years.

**(Diversified Investment Pool)**

The University's general policy towards the **Diversified Investment Pool** shall be to diversify investments within both equity and fixed income securities so as to provide a balance that will enhance total return, while avoiding undue risk concentrations in any single asset class or investment category. The diversification does not necessarily depend upon the number of industries or companies in a portfolio or their particular location, but rather upon the broad nature of such investments and of the factors that may influence them.

**OHIO UNIVERSITY POLICY & PROCEDURE**

SUBJECT  <b>Statement of Objectives and Policies for Non-Endowment Invested Funds</b>	PROCEDURE NO. <b>50.001</b>	PAGE NO. <b>3 of 7</b>
	DATE ISSUED <b>Draft</b>	DATE APPROVED <b>April 16, 1999</b>
	ISSUED BY <b>Dick Siemer</b>	APPROVED BY <b>Board of Trustees</b>

The Diversified Investment Pool (DIP) funds not utilized in the internal Investment Loan Program shall be invested consistent with provisions of this policy. In making asset allocation judgments, it is not expected that the University Treasurer, or investment managers, will necessarily seek to "time" subtle changes in financial markets, or that frequent or minor adjustments would be needed. Instead, the Treasurer is expected to develop, and the Board of Trustees is expected to adopt, expressed guidelines for broad allocations on a long-term basis, in light of current and projected investment environments.

To insure broad diversification in the long-term investment portfolios among the major categories of investments, asset allocation, as a percent of the total market value of the Diversified Investment Pool, will be set by Board resolution with the following framework cross referenced to benchmark indexes that follow:

<u>Type of Securities</u>	<u>Target</u>	<u>Range</u>
Equity	x%	
Domestic Large Cap	a%	
Domestic Small Cap	b%	
International	c%	
Fixed Income	y%	
Cash	z%	

The University's Treasurer will monitor the asset allocation structure of the **Diversified Investment Pool** and will attempt to stay within the ranges allowed for each asset class. If the portfolio becomes overweighted or exceeds the range of percentage for that asset class, the University's Treasurer will develop a plan of action, either for immediate rebalancing of the portfolio or a rebalancing that will occur over the subsequent few months.

## F. MONITORING OF OBJECTIVES AND RESULTS

Due to the inevitability of short-term market fluctuations, it is intended that the following performance objectives will be achieved by the investment manager(s) over a **5-year moving period, net of investment management fees**. Nonetheless, the University reserves the right to evaluate and make any necessary changes regarding the investment manager over a shorter term using the criteria established in the "Evaluation of Investment Manager" section of this statement.

The moving 5-year period performance objectives shall be as follows:

### 1. Market Benchmark

- a. The total return for the **Cash Pool** and for each **Cash Pool** investment manager shall exceed the rate of return on 3-month U.S. Treasury Bills.
- b. The total return for the **Liquidity Pool** and for each **Liquidity Pool** investment manager shall exceed the Merrill Lynch 1-3 Year Government Bond Index. *The portion of the Liquidity Pool managed in the Intermediate Bond style shall exceed the Lehman Intermediate Government Corporate Index.*



## OHIO UNIVERSITY POLICY & PROCEDURE

SUBJECT  <b>Statement of Objectives and Policies for Non-Endowment Invested Funds</b>	PROCEDURE NO. <b>50.001</b>	PAGE NO. <b>4 of 7</b>
	DATE ISSUED <b>Draft</b>	DATE APPROVED <b>April 16, 1999</b>
	ISSUED BY <b>Dick Siemer</b>	APPROVED BY <b>Board of Trustees</b>

- c. The total return for the **Diversified Investment Pool** shall exceed a target Balanced Index composed of: a% of the S&P 500 Index, b% of the Russell 2000 Index, c% of the EAFE Index, y% of the Lehman Brothers Aggregate Bond Index, and z% STAR Ohio. Furthermore, the total return for each active **Diversified Investment Pool** investment manager shall exceed the relevant benchmark (*Domestic Large Cap - S&P 500 Index; Domestic Small Cap - Russell 2000 Index; Core International - EAFE Index; and Fixed Income - LB Aggregate Bond Index*). Passive **Diversified Investment Pool** investment managers shall approximate the return of the relevant benchmark.

### 2. Variability

- a. The standard deviation for each **Cash Pool** investment manager shall not exceed the standard deviation of 52-week Treasury Bills.
- b. The standard deviation for each **Liquidity Pool** investment manager shall not exceed 1.2 times the standard deviation of the Merrill Lynch 1-3 Year Government Bond Index. *The standard deviation for the portion of the Liquidity Pool managed in the Intermediate Bond style shall not exceed 1.2 times the standard deviation of the Lehman Intermediate Government Corporate Index.*
- c. The beta (volatility) for each active **Diversified Investment Pool** equity investment manager shall not exceed 1.2 times that of the relevant equity benchmark. Furthermore, each active equity investment manager is expected to achieve a positive alpha (risk-adjusted return). The standard deviation for each active **Diversified Investment Pool** fixed income investment manager shall not exceed 1.2 times the standard deviation of the LB Aggregate Bond Index. Passive investment managers shall approximate the risk level of the relevant benchmark.

### 3. Peer Group Ranking

- a. The total return for each **Liquidity Pool** investment manager shall rank in the top half of the Intermediate-Term Fixed Income Universe.
- b. The total return for each active **Diversified Investment Pool** investment manager shall rank in the top half of the appropriate universe (*Large Cap Equity, Small Cap Equity, Small Cap Growth, Small Cap Value, International Equity, and Fixed Income*).

## G. EVALUATION OF INVESTMENT MANAGERS

The investment managers will be reviewed on an ongoing basis and evaluated based upon the following additional criteria:

1. Ability to exceed the performance objectives stated in this Investment Policy Statement.
2. Adherence to the philosophy and style which were articulated to the University at, or subsequent to, the time the investment manager was retained.

**SUBJECT**

## Statement of Objectives and Policies for Non-Endowment Invested Funds

- 665

**OHIO UNIVERSITY POLICY & PROCEDURE**

SUBJECT

**Statement of Objectives and Policies for Non-Endowment  
Invested Funds**PROCEDURE NO.  
**50.001**PAGE NO.  
**6 of 7**DATE ISSUED  
**Draft**DATE APPROVED  
**April 16, 1999**ISSUED BY  
**Dick Siemer**APPROVED BY  
**Board of Trustees**

- h. Bank Certificates of Deposit and Bankers' Acceptances are to be rated within the top two rating classifications by any one national rating service. Foreign bank issues are capped at 10% of the total investment in this category.
- i. Certificates of deposit shall not be excessively invested with any one bank.
- j. There shall be no investments in non-marketable securities.
- k. The investment managers shall not utilize derivative securities to increase the actual or potential risk posture of the accounts. Subject to other provisions in this Investment Policy Statement, the use of primary derivatives, including, but not limited to, Structured Notes<sup>1</sup>, lower class tranches<sup>2</sup> of Collateralized Mortgage Obligations (CMO's), Principal Only (PO) or Interest Only (IO) Strips, Inverse Floating Securities, Futures Contracts, options, short sales, margin trading and such other specialized investment activity is prohibited.

Moreover, the investment managers are precluded from using derivatives to effect a leveraged portfolio structure (if options and futures are specifically approved by the University, such positions must be offset in their entirety by corresponding cash or securities).

- l. The investment manager shall handle the voting of proxies and tendering of shares in a manner that is in the best interest of the University and consistent with the investment objectives contained herein.
- m. For diversification purposes, each equity portfolio manager should have in excess of 20 positions.
- n. The investment manager shall immediately notify the University in writing of any material changes in its investment outlook, strategy, portfolio structure, ownership, or senior personnel.

(CONTINUED ON NEXT PAGE)

<sup>1</sup> Permit investments in "conservative structured notes which are principal guaranteed, unleveraged, and of short to intermediate maturity.

<sup>2</sup> Lower class defined by Federal Financial Institutional Examination Council (FFIEC)

**OHIO UNIVERSITY POLICY & PROCEDURE**

<b>SUBJECT</b>  <b>Statement of Objectives and Policies for Non-Endowment Invested Funds</b>	<b>PROCEDURE NO.</b> <b>50.001</b>	<b>PAGE NO.</b> <b>7 of 7</b>
	<b>DATE ISSUED</b> <b>Draft</b>	<b>DATE APPROVED</b> <b>April 16, 1999</b>
	<b>ISSUED BY</b> <b>Dick Siemer</b>	<b>APPROVED BY</b> <b>Board of Trustees</b>

**I. MANAGEMENT OF INVESTMENTS**

Except as provided herein, the Treasurer shall be authorized to implement and administer this policy on behalf of the Board of Trustees and manage the non-endowment funds in accordance with this Policy.

This statement of investment policy shall be reviewed annually. The investment performance will be reviewed on a quarterly basis, aligned with the Board of Trustees' meeting schedule, and the report will be provided by an independent third party. The investment managers may provide any suggestions regarding appropriate adjustments to this statement or the manner in which investment performance is reviewed.

Acknowledged \_\_\_\_\_  
On Behalf of Ohio University

Date: \_\_\_\_\_

Acknowledged \_\_\_\_\_  
On Behalf of Investment Consultant

Date: \_\_\_\_\_

Acknowledged \_\_\_\_\_  
On Behalf of Investment Manager

Date: \_\_\_\_\_

Mr. Goodman presented, with Mr. Emrick's motion to approve and a second by Mr. Grover, to authorize the following resolution. Trustees voted unanimously to approve.

## **COLLEGE OF BUSINESS QUASI-ENDOWMENT**

### **RESOLUTION 1999 - 1653**

**WHEREAS**, The Board of Trustees of Ohio University is responsible for the overall financial management of the institution, and,

**WHEREAS**, the Board of Trustees has adopted various policies governing the administration and management of the financial affairs of Ohio University, and specifically including the management of institutional funds, and,

**WHEREAS**, after consideration of the financial position of Ohio University, and other relevant financial information, the Board finds it to be prudent and in the best interest of Ohio University to establish quasi endowment funds within the Endowment portfolio,

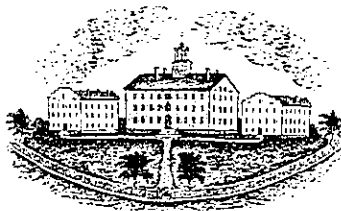
**WHEREAS**, the College of Business has surplus funds generated by its international programs,

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Ohio University hereby approves the establishment of the College of Business Quasi-Endowment Fund from the accounts representing the accumulated surplus from these international programs in the initial amount of \$1,142,944, split appropriately between principal and spending accounts, for the benefit of the institution.

**BE IT FURTHER RESOLVED**, that the Treasurer and Vice President of Ohio University, be and hereby is, directed and authorized to implement and administer policies and procedures to manage quasi endowment portfolios.

It is found and determined that all formal actions of this Board of Trustees concerning and in relation to the adoption of this resolution were adopted in an open meeting of this Board of Trustees; and that all deliberations of this Board of Trustees and any of its committees that resulted in such formal action, were in meetings open to the public in compliance with the law, including Section 121.11 of the Ohio Revised Code.

This resolution shall take effect immediately upon its adoption.



OHIO UNIVERSITY

HDL Center  
Athens OH 45701-2979

March 30, 1999

**MEMORANDUM**

TO: Members of the Ohio University Board of Trustees

FR: Dick Siemer *Siemer*

RE: College of Business Quasi-Endowment Fund

Dean Glen Corlett has requested, and the Provost has approved, setting up a College of Business quasi-endowment fund from the surplus funds generated by the Business School's international graduate programs. Currently the funds reside in the following accounts (amounting to a total of \$1,142,944):

34-05-2093	Tenaga CMBA Account
34-05-9462	ITM/MBA Account
34-05-9711	Kuching Account
34-05-9508	ITM/MBA FY96 Account

Upon your approval, the above accounts will be closed and the funds transferred into the above named College of Business Quasi-Endowment fund. I have enclosed both the letter of request from Dean Corlett and a resolution establishing the quasi-endowment fund for your consideration.

**Enclosures:**

- Letter of request from Dean Corlett dated March 29, 1999
- Resolution

March 29, 1999

To: Mr. Richard Siemer, Vice President for Finance  
Fr: Glenn E. Corlett, Dean, College of Business  
Re: Quasi-Development Accounts

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The College of Business' long participation in degree programs in Malaysia at the undergraduate and graduate levels have provided many benefits for Ohio University faculty and staff. That long friendship has provided an opportunity for over 50 College of Business faculty and numerous administrators to teach and participate in those programs. After a presence of over 20 years, 1997 marked the final year of our joint program with ITM.

In addition to providing our faculty with an opportunity for international travel, the Malaysia programs have provided much needed financial support for many of the university programs that were not supported by the general fund. The final contracts with the ITM full-time MBA program, the ITM EMBA program, and the Kuching MBA programs have produced approximately \$1,200,000 of excess funds. It is important to note that the College of Business will not be in a position to generate this type of discretionary revenue flow in the near future. Although our joint MBA program in Manipal does offer a great deal of potential, that program will not enable the College of Business to recover the revenue loss from the Malaysian programs for another 12 to 18 months. As a result, the college of Business will need the surplus Malaysian funds to cover necessary unfunded college expenditures for the next few years and to provide seed money for new college initiatives.

Per our recent conversation, you recommended that the College of Business establish quasi-development accounts for the surplus Malaysian funds. I understand that the funds in the current grant and contracts account will be transferred to one quasi-development account. These funds will be invested in high quality securities and will accrue interest at a rate of 7% per year. Funds, including principal, can be redrawn once a month by written request. At the writing of this memo, I am requesting you to establish the quasi-development as outlined above.

Please let me know if you need additional information.

Following a presentation on the resolution by John Burns, Dr. Ackerman moved, with a second by Mrs. Ong, to approve the resolution. Prior to the question being called, Lancaster, Ohio resident Marcia Rose asked Trustees to table the resolution so that the community might somehow be involved in the discussion. In addition, Ms. Rose asked that Trustees consider establishing time for public comment at their meetings. Committee Chairman Goodman stated he would take the request under advisement. The question was then called and Trustees voted for approval.

## **IDENTIFICATION OF PREFERRED DEVELOPER FOR HOOPER STREET PROPERTY**

### **RESOLUTION 1999 - 1654**

**WHEREAS**, the Ohio University Board of Trustees has expressed a concern over the availability and quality of housing opportunities for its upper-class students; and

**WHEREAS**, Ohio University owns approximately 33 acres on a bluff overlooking the Ohio University campus bounded by Richland Ave. and State Rt. 682, with access off Hooper St., generally known as the Hooper St. property; and

**WHEREAS**, Ohio University's Campus Master Plan and a review of the potential future development of Ohio University does not envision educational use of this property on behalf of Ohio University.

**NOW, THEREFORE, BE IT RESOLVED**, that the Ohio University Board of Trustees hereby declares the Hooper St. property as surplus property in accordance with Section 123.77 ORC, and that it would be in Ohio University's best interest to develop this property for student housing; and

**BE IT FURTHER RESOLVED**, that the Ohio University Board of Trustees authorizes the leasing of this property for development of student housing for upper-class students in accordance with Section 123.77 ORC to Ambling Companies, with the basic terms being a lease for thirty (30) years with a financial return to Ohio University based on a tax-exempt financial structure.

**AND BE IT FURTHER RESOLVED**, that the Ohio University Board of Trustees also authorizes the development of this property by the Ambling Companies to be structured with a tax-exempt financing plan that would involve leasing the property to a legal entity selected to participate and accomplish such a tax-exempt financing project; authorizes the President to approve the final terms and conditions of the Section 123.77 ORC Lease; and authorizes the President or his designee to arrange for execution in accordance with Ohio law, including The Ohio Board of Regents approval.

**AND BE IT FURTHER RESOLVED**, that in accordance with the basic terms of the development the President may enter into an Option to Develop with Ambling Companies for a specific length of time and under terms and conditions designed to fulfill Ohio University's and Ambling Companies' due diligence requirements, and to provide an exclusive development right to Ambling Companies for the Hooper St. property before the Lease is forwarded to the State of Ohio for final approval and execution.





OHIO UNIVERSITY

## Interoffice Communication

DATE: April 2, 1999

TO: The President and Board of Trustees

FROM: John F. Burns, Director, Office of Legal Affairs

SUBJECT: Development of Hooper St. Property for Upperclass Housing

The Ohio University Board of Trustees has expressed a concern to improve the availability and quality of upperclass student housing on behalf of Ohio University students.

To accomplish this goal the administration advertised a Request For Proposal (RFP) last fall, and four national student housing companies and one Ohio based developing company made very thoughtful responses in response to the RFP. After reviewing the proposals and interviewing the five companies, the administration recommends the selection of Ambling Companies as the developer for the Hooper St. project.

Ambling Companies proposed the largest project (600 beds), the most amenities and the most financially beneficial project to the University in response to the RFP. They have been interested during the past year in developing a project at Ohio University and had done thorough market studies and sufficient preliminary site analysis to prepare their proposal in more depth than the other companies. I am enclosing the preliminary site drawing.

The proposals and the interviews have also led the administration to make a specific recommendation to the Board of Trustees that this project be developed with tax-exempt financing, which provides a significantly greater flexibility in the rental structure for the students and much greater economic benefits to Ohio University than a lease with conventional financing, without limiting the possibility of appropriate tax revenues to the Athens community. This type of financing is the traditional method for providing on-campus housing but is relatively new in providing off-campus privatized housing for students at colleges and universities.

The resolution attached is recommended to the Board of Trustees to declare the Hooper St. property surplus land pursuant to Section 123.77 ORC; to authorize the development of this property in accordance with this section of Ohio law; to authorize Ohio University to enter into a

April 2, 1999

development arrangement with Ambling Companies, that would include a development lease to an appropriate entity as part of a tax-exempt financing arrangement; and to authorize the President to approve the final terms and conditions of a Section 123.77 ORC Lease, and for the President or his designee to arrange for execution in accordance with Ohio law, including The Ohio Board of Regents approval.

Thank you for your consideration of this development proposal, and the staff will be available at the meeting to answer any questions.

JFB:ndw

Enclosure

cc: Dr. Alan H. Geiger, Secretary to the Board of Trustees  
Dr. Gary B. North, Vice President for Administration  
Mr. Richard P. Siemer, Vice President for Finance  
Mr. John K. Kotowski, Director, Facilities Planning Office

PRESIDENT'S OFFICE

APR - 2 1999

# Illustrative Site Plan University Courtyard Athens, Ohio

Ambling Companies

Niles Rolton Associates, Inc.  
Architects • Landscape Architects • Planners • Engineers  
Atlanta, Georgia • Columbus, Ohio • Cincinnati, Ohio • Denver, Colorado • Kansas City, Missouri • New York, New York • San Francisco, California • Seattle, Washington • Washington, D.C.

Richland Avenue

Main Access

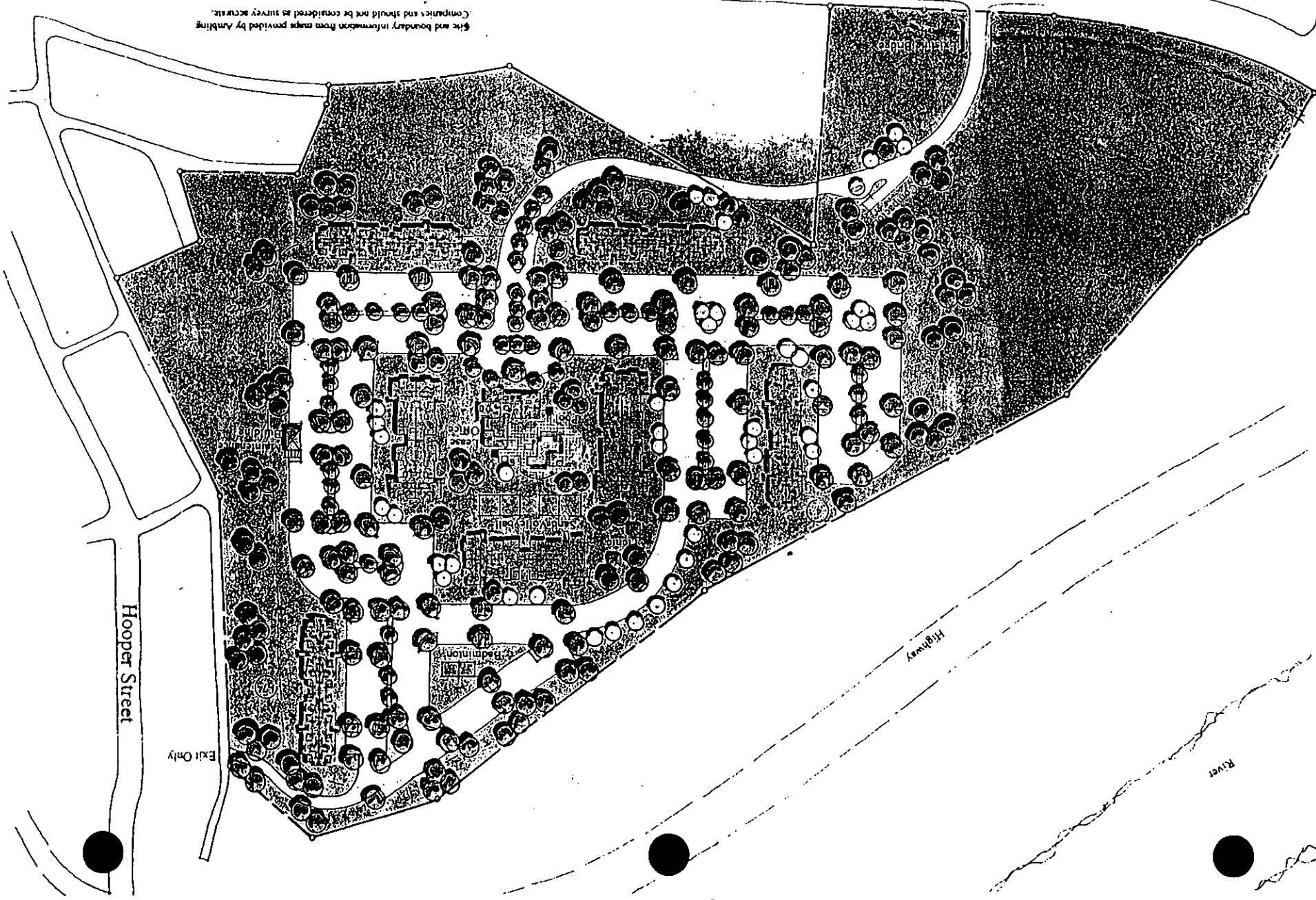
Site and boundary information from maps provided by Ambling Companies and should not be considered as survey accurate.

Hooper Street

Exit Only

Highway

River



## VIII. GENERAL DISCUSSION - CALL OF MEMBERS

Trustee members in turn, including President Glidden, thanked retiring Student Trustee Erik P. Roush for his exemplary service as a Trustee. Each commented warmly on his ability to work well with differing interests and suggested that he seemed destined for some type of public service. It was noted, too, that Erik will not only be receiving his undergraduate degree in June, but a master's degree as well – all within four years, and with a very demanding schedule.

Mrs. Ong thanked Trustees for their participation in the many activities of the Board.

Mr. Grover commented on the opportunity of serving as a Trustee.

Ms. Miller noted the meeting was productive from her standpoint, and reviewed briefly activities associated with the recent AGB meeting she attended. She indicated the review of student trustee nominations was complete and that candidates' names are being forwarded to the President for submission to Governor Taft.

Mr. Walter stated he enjoyed being here for the meetings.

Mr. Emrick indicated he appreciated the plans and proposals for providing improved housing for our students.

Mrs. Romer-Sensky echoed the good feelings being expressed and noted that the College of Business demonstration on the use of student computer scheduling provided all the more reason to have a first-year student computer requirement.

Mr. Roush thanked all those for helping to make his role of student trustee successful. He noted he felt good about his future and that the opportunity to serve as a Trustee was like being in one giant classroom. He also recognized his mother and thanked her for being present to enjoy this day with him.

Dr. Ackerman congratulated Vice President for Regional Higher Education Charles Bird on his recent appointment. She noted she likes what has happened with the renovation of the Templeton-Blackburn Memorial Auditorium, including the development of the "Heritage Wall" and the legacy it leaves.

Mr. Goodman reflected on his feelings that each time a student trustee retires he grows in his appreciation for them and their service despite his nervousness each time a new one is

appointed. He congratulated Erik on his persistence in making the Center for Student Advocacy a reality.

President Glidden congratulated Mr. Roush and presented him a Citation of Appreciation for his good service to the trustees and university. The President thanked the Trustees for helping to elevate the need for an institutional first-year student computer requirement and clarified this would be for the Athens Campus only. He thanked Chairman Gordon Brunner for his testimony before the House Finance Sub-Committee regarding the importance of university research to economic development.

Chairman Brunner announced that because of his business schedule he would be unable to be present for the June 24 and 25 meetings. He noted Vice Chairman Goodman will preside at the meetings. Mr. Brunner noted that in looking back at this past year he felt good about the Trustees' discussions and involvement with such issues as student housing, minority enrollments, technology needs, budget and other matters relating to the University's growth and well-being. He thanked all the Trustees for their support and for the quality of interaction on issues. He indicated he would be present for commencement exercises this June.

## **IX. ANNOUNCEMENT OF NEXT STATED MEETING**

Secretary Geiger announced the Board of Trustees would meet next on the Athens Campus, Thursday, June 24, 1999, for committee/study sessions and Friday, June 25, 1999, for the formal board meeting.

## **X. ADJOURNMENT**

Determining there was no further business to come before the Board, Chairman Brunner adjourned the meeting at 3:30 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.

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Gordon F. Brunner  
Chairman

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Alan H. Geiger  
Secretary

## EXECUTIVE SESSION

3:30 p.m. Friday, April 16, 1999  
McGuffey Hall Trustees Room  
Ohio University, Athens Campus

On a motion by Mr. Brunner, and a second by Mr. Grover, the Ohio University Trustees resolved to hold an executive session to consider personnel matters under Section 121.22(G)(1), real estate matters under Section 121.22(G)(2), litigation or the threat thereof under Section 121.22(G)(3) of the Ohio Revised Code on the 12th day of February 1999.

On a roll call vote Dr. Ackerman, Mr. Brunner, Mr. Emrick, Mr. Grover, Mr. Goodman, Mrs. Ong, Mrs. Romer-Sensky and Mr. Walter voted aye. This constituted a quorum. President Robert Glidden and Board Secretary Alan Geiger were present. Legal Counselor John Burns, Vice President for Finance Richard Siemer, and Vice President for Administration Gary North also attended the session.

### Personnel

President Glidden reported on the searches for executive officers and deans and indicated the time frames for having the various positions filled.

Vice President North discussed with Trustees upcoming bargaining sessions with AFSCME represented employees. He noted there was interest by those involved to continue past "interest bargaining" sessions. Trustees concurred with this bargaining process.

### Real Estate

Counselor John Burns reported, in some detail, on the Ambling proposal for the development of the Hooper Street site and its financial implications for the University. Mr. Burns indicated, in addition, that more information regarding the proposed East State Street development is expected prior to the June Trustee meetings.

Vice President North reported the University was struggling with the financial requirements of the recently approved residence halls renovation plans and as such would shift emphasis short-term to improving dining halls, rather than residence halls. Dr. North indicated he would provide Trustees with a status report at the June meeting. Trustee

Walter commented now is the time to proceed with a review of housing strategies, given the Hooper Street proposal, on how the private sector might improve our housing stock.

### Litigation

Trustees commented on the ongoing trademark dispute with Ohio State and indicated a hope for a quick and favorable resolution of the matter.

John Burns commented on the status of litigation matters and cited cases where the courts have proffered decisions.

Determining there was no further business to come before the Board, Chairman Brunner adjourned the Executive Session at 4:30 p.m.