



Board of Regents

FOURTH QUARTERLY BOARD MEETING

October 21, 2011 ~ 8:00 a.m. (CDT)

*Mass Media & Technology Hall
Cornelius A. Martin Regents Room*



WESTERN KENTUCKY UNIVERSITY
Board of Regents ~ Fourth Quarterly Meeting

October 21, 2011 – 8:00 a.m. (CDT)
Cornelius A. Martin Regents Room ~ Mass Media & Technology Hall

AGENDA

- Call to Order (*Mr. Freddie Higdon, Chair*)
- Invocation (*Ms. Suzanne Spalding, Honors College Student from Lebanon, KY*)
- Oath of Office – Ms. Cynthia Harris (*Mr. Freddie Higdon, Chair*)
 - ❖ Special Recognition / Presentation (*Dr. Gary A. Ransdell, President*)
- Roll Call (*Dr. Melissa B. Dennison, Secretary*)
- Approval of Minutes (*Mr. Freddie Higdon, Chair*)
 - ❖ Special Budget Approval Meeting – June 24, 2011
 - ❖ Third Quarterly Meeting – July 29, 2011

1. **ACADEMIC AFFAIRS COMMITTEE** (*Dr. Melissa B. Dennison, Chair*)

Action Items:

- 1.1 Approval of a Graduate Certificate in Adult Education [pp 1-3]
- 1.2 Approval of Emeritus Faculty Appointments [p 4]

Information Items:

- Enrollment Report (*Dr. Brian Meredith*)
- Joint Admission Agreements (*Dr. Brian Meredith*) [p 5]
- New CPE Program Approval and Review Processes (*Provost Gordon Emslie*) [p 6]

2. **EXECUTIVE COMMITTEE** (*Mr. Freddie Higdon, Chair*)

Action Items:

- 2.1 Approval of Resolution of Appreciation for Ms. Yvette Haskins [pp 7-8]
- 2.2 First Reading: Amendments to the Bylaws of the WKU Board of Regents [p 9 & Bylaws pp 1-11]
- 2.3 Approval of Resolution Regarding WKU Child Care Consortium (WKUCCC) Head Start and Early Head Start [pp 10-11]

Information Item:

- Campaign Update (*Ms. Kathryn Costello*) [p 12]

3. FINANCE AND BUDGET COMMITTEE (*Mr. J. David Porter, Chair*)

Action Item:

- 3.1 Approval of WKU General Receipts Bond Resolution [p 13 & Resolution pp 1-8]
- 3.2 Approval of Personnel Actions (during the period of 07/13/11 - 09/09/11) [p 14 & attached reports]
- 3.3 Acceptance for filing the 2011-12 First Quarter Statement of Revenues & Expenditures [p 15 & attached report]

4. STUDENT AFFAIRS COMMITTEE (*Mr. Jim Johnson, Chair*)

Information Items:

- Fall Housing Report (*Mr. Howard Bailey*)
- Meal Plans Report (*Mr. John Osborne*)

5. OTHER BUSINESS (*Mr. Freddie Higdon, Chair*)

Upcoming calendar dates:

- Homecoming – **October 22**
- Graduate Commencement – **December 16**
- Undergraduate Commencement – **December 17**
- 2012 First Quarterly BOR Meeting – **January 20**

6. ADJOURNMENT (*Mr. Freddie Higdon, Chair*)



Board of Regents
2011-2012 Committee Membership

EXECUTIVE COMMITTEE

Mr. Freddie Higdon, Chair
Mr. J. David Porter, Vice Chair
Dr. Melissa B. Dennison
Mr. Jim Johnson
Mr. Jim Meyer, *Ex-Officio*
AC Rep – Deborah Wilkins

ACADEMIC AFFAIRS COMMITTEE

Dr. Melissa B. Dennison, Chair
Mr. Jim Meyer
Dr. Patti Minter
Mr. Billy Stephens
Mr. Rob Wilkey
AC Rep – Provost Gordon Emslie

FINANCE AND BUDGET COMMITTEE

Mr. J. David Porter, Chair
Ms. Cynthia Harris
Mr. James Kennedy
Mr. Rob Wilkey
Mr. Larry Zielke
AC Rep – Ann Mead

STUDENT AFFAIRS COMMITTEE

Mr. Jim Johnson, Chair
Mr. James Kennedy
Dr. Patti Minter
Mr. Billy Stephens
AC Reps – Howard Bailey and John Osborne

August 1, 2011



2012 Board of Regents Meeting Schedule

	Committee Meetings	Full Board Meeting
First Quarterly Meeting	NA	January 20 <i>Agenda items/materials due January 6</i>
Second Quarterly Meeting	March 30 <i>Agenda items/materials due March 16</i>	April 27 <i>Agenda items/materials due April 13</i>
SPECIAL MTG / BUDGET APPROVAL & Committees	June 22 <i>Agenda items/materials due June 8</i>	June 22 <i>Agenda items/materials due June 8</i>
Retreat		July 26
Third Quarterly Meeting	Committees will meet in conjunction with the Special Budget Meeting on June 22	July 27 <i>Agenda items/materials due July 13</i>
Fourth Quarterly Meeting	September 28 <i>Agenda items/materials due September 14</i>	October 26 <i>Agenda items/materials due October 12</i>

- Meeting times are based on central time.
- Board packets will be distributed to BOR and AC at least one week prior to each meeting.
- Meeting agendas and corresponding items will be posted on BOR webpage every Monday of meeting week (NOTE: material is not posted for committee meetings, only the full BOR meetings).



WKU[®]

Board of Regents

**ACADEMIC AFFAIRS
COMMITTEE**

Agenda Items

October 21, 2011

**GRADUATE CERTIFICATE
ADULT EDUCATION**

REQUEST:

Approval of a new graduate certificate in Adult Education offered through the Department of Educational Administration, Leadership, and Research in the College of Education and Behavioral Sciences.

FACTS:

There has been a demonstrated need in various fields for a certificate that would enable practitioners in the field to gain the knowledge necessary to allow instructors and trainers the ability to facilitate learning with adults. The University of Kentucky's Cooperative Extension Agency has as part of their career ladder the requirement that those who already possess a master's degree pursue a certificate program. As new hires into the Cooperative Extension Agency are encouraged to pursue such programs as the MAE in Adult Education, the addition of the certificate would allow those who already have a master's degree to continue their education. Other potential students in the program include trainers and educators who currently are not required to complete a master's degree but would like to gain a stronger understanding of how adults learn and develop and to be able to develop and provide meaningful programs for adult learners.

Program Description: The Adult Education certificate program provides a basic understanding of the theories, techniques, and concepts used in the adult education setting. The certificate program includes the following components: Introduction to Adult Education (ADED 510), Methods for Teaching Adults (ADED 520), Program Planning for Adults (ADED 530), and Adult Learning and Development (ADED 611). The program provides graduates with a basic understanding of the field of adult education and the ability to carry out basic adult education functions in a variety of settings. Individuals from a variety of workplace and educational settings will find benefits to pursuing the AEC.

The graduate certificate in Adult Education requires 12 credit hours (curriculum outlines in the program proposal below).

BUDGETARY IMPLICATIONS & IMPLEMENTATION DATE:

Spring 2012. As all of the courses are presently offered as part of the MAE, no additional resources are required.

RECOMMENDATION:

President Gary A. Ransdell recommends approval of graduate certificate in Adult Education.

MOTION:

Approval to establish a graduate certificate in Adult Education.

College of Education and Behavioral Sciences

**Department of Educational Administration, Leadership, and Research
Proposal to Create a New Certificate Program
(Action Item)**

Contact Person: Jim Berger, jim.berger@wku.edu, 5-3892

1. Identification of program:

- 1.1 Program title: Adult Education
- 1.2 Required hours in program: 12
- 1.3 Special information: none
- 1.4 Catalog description: The Adult Education certificate program provides a basic understanding of the theories, techniques, and concepts used in the adult education setting. The certificate program includes the following components: Introduction to Adult Education (ADED 510), Methods for Teaching Adults (ADED 520), Program Planning for Adults (ADED 530), and Adult Learning and Development (ADED 611). The program provides graduates with a basic understanding of the field of adult education and the ability to carry out basic adult education functions in a variety of settings. Individuals from a variety of workplace and educational settings will find benefits to pursuing the AEC.

2. Objectives of the proposed certificate program:

- Students will be able to identify basic functions of adult education settings
- Students will be able to describe intellectual and emotional development theories
- Students will be able to demonstrate methods for organizing and teaching adults
- Students will be able to identify, develop, and evaluate programs for adults.

3. Rationale:

- 3.1 Reason for developing the proposed certificate program: There has been a demonstrated need in various fields for a certificate that would enable practitioners in the field to gain the knowledge necessary to allow instructors and trainers the ability to facilitate learning with adults. The University of Kentucky's Cooperative Extension Agency has as part of their career ladder the requirement that those who already possess a master's degree pursue a certificate program. As new hires into the Cooperative Extension Agency are encouraged to pursue such programs as the MAE in Adult Education, the addition of the certificate would allow those who already have a master's degree to continue their education. Other potential students in the program include trainers and educators who currently are not required to complete a master's degree but would like to gain a stronger understanding of how adults learn and develop and to be able to develop and provide meaningful programs for adult learners.
- 3.2 Relationship of the proposed certificate program to other programs now offered by the department: The proposed certificate program is related to the MAE in Adult Education because it uses four of the same courses required by the MAE. However, the certificate only provides a basic knowledge whereas the MAE provides a much more in-depth knowledge of the field of Adult Education.

- 3.3 Relationship of the proposed certificate program to certificate programs offered in other departments: This proposed certificate program is similar to the Instructional Design certificate in that it is designed to facilitate learning among adults. However, the differences reside in the focus of the Adult Education certificate program as it focuses more on adult learning, development, and program planning. The Instructional Design certificate is more focused on designing better instruction that can be used in training and development. So, while the ID focus is on the instruction of adults, it does not include adult learning, development, or program planning.
 - 3.4 Projected enrollment in the proposed certificate program: It is anticipated that several students presently enrolled in other WKU graduate programs, such as Social Work, Counseling and Student Affairs will be interested in this certificate. Each of these programs rely on some form of adult education to be successful in their job duties. Additionally, employees from the University of Kentucky’s Cooperative Extension program will be able to use this course to meet requirements to move up in their career ladder and gain promotion within their workplace. Based on these potential populations, it is estimated that the program may enroll 10-15 students per year.
 - 3.5 Similar certificate programs offered elsewhere in Kentucky and in other states (including programs at benchmark institutions): CalState-Chico (Community College Faculty and Adult Education – focuses on those individuals seeking to improve their teaching in community colleges or in adult education settings.
 - 3.6 Relationship of the proposed certificate program to the university mission and objectives: The proposed certificate program will aid students in meeting the needs of the workforce and community through outreach and service. Students who complete the proposed certificate program will be able to continue to develop lifelong learning within themselves and others.
4. **Curriculum:** The following courses are required:
 ADED 510 – Introduction to Adult Education
 ADED 520 – Methods for Teaching Adults
 ADED 530 – Program Development for Adults
 ADED 611 – Adult Development and Learning
5. **Budget implications:** As all of the courses are presently offered as part of the MAE, no additional expense will be incurred to offer the certificate program.
6. **Proposed term for implementation:** Fall, 2011 (changed to Spring 2012 due to timing of proposal process)
7. **Dates of prior committee approvals:**
- | | |
|---|--------------------|
| Educational Administration, Leadership and Research Department: | March 29, 2011 |
| CEBS Curriculum Committee | May 3, 2011 |
| Graduate Council | June 9, 2011 |
| University Senate | September 15, 2011 |
| BOR | |

**FACULTY EMERITUS
APPOINTMENTS**

REQUEST:

Approval of faculty emeritus status for recommended individuals.

FACTS:

Listed below are faculty members who have been recommended by the tenured faculty, department head, and college dean to be awarded emeritus/a status. They have served the university for at least ten years and have had distinguished records of achievement and service at the university.

Potter College of Arts and LettersDepartment of Communication

Dr. Larry Winn, Professor of Communication, Emeritus

Department of History

Dr. James T. Baker, Professor of History, Emeritus

Department of Music

Ms. Sylvia Kersenbaum, Professor of Music, Emerita

Department of Theatre and Dance

Dr. W. Jackson Kesler, II, Professor of Theatre and Dance, Emeritus

University CollegeAcademic Support Department

Dr. Sherry Reid, Assistant Professor of Academic Support, Emerita

University LibrariesLibrary Special Collections

Ms. Nancy D. Baird, Professor of Library Special Collections, Emerita

BUDGETARY IMPLICATIONS:

No funds requested

RECOMMENDATION:

President Gary A. Ransdell recommends awarding the above individuals faculty emeritus status.

MOTION:

Approval of faculty emeritus status awarded for the recommended individuals.

Initiative: Joint Admissions Agreements

Background: Each year WKU enrolls an increasing number of transfer students from regional institutions. Joint Admissions Agreements offer these students the opportunity to be admitted to both institutions from the outset. Through the services they offer, Joint Admissions agreements provide a seamless transition for students as they pursue their educational goals, and they improve student success and degree attainment while reducing the total cost of earning a baccalaureate degree. Joint Admissions programs not only serve as an avenue for recruiting transfer students, but allow for greater collaboration between regional KCTCS institutions and WKU. These agreements serve to increase the number of associate's degrees and bachelor's degrees for students throughout the region.

Elements of a Joint Admissions Partnership:

- Expand student options for advising and other campus services at both institutions
- Provide for a seamless transition from the associates degree to baccalaureate study, with a minimum of unnecessary courses
- Provide students the opportunity to participate in the complete college experience from the first day of enrollment
- Build upon the existing partnerships that have been forged between the KCTCS institutions and WKU

Partnering Institutions:

WKU's first Joint Admissions Agreement (2009) was with Owensboro Community and Technical College (OCTC). While enrolled at OCTC, students receive a full range of WKU campus services, affording them a seamless transition to baccalaureate study and providing a much-needed four-year college presence in Daviess County. Based on the great success of this agreement, other agreements were added with Madisonville Community College (2009), Henderson Community College (2010) and Hopkinsville Community College (2011). Most recently, WKU signed an agreement with Bowling Green Technical College, which afford not only the opportunity for Joint Admissions for qualified students, but also allows all BGTC students the option to participate in a full range of WKU campus activities, including athletics, access to library resources and student activities. A Joint Admissions agreement with Elizabethtown Community and Technical College (ECTC), similar to that at OCTC, will be signed in early November.

Subject: New CPE Program Approval and Review Processes

Background: The Council on Postsecondary Education has statutory authority to approve new academic programs at state colleges and universities. KRS 164.020(15) empowers the Council to define and approve the offering of all postsecondary education technical, associate, baccalaureate, graduate, and professional degree, certificate, or diploma programs in the public postsecondary education institutions, while KRS 164.020(16) authorizes the Council to eliminate, at its discretion, existing programs or make any changes in existing academic programs at the state's postsecondary educational institutions.

This is accomplished through the program approval and review processes. The Council's current academic program approval and review policy for public institutions dates back to 1999. The postsecondary environment has changed dramatically since then, justifying revision of these policies and procedures. In September 2011, the Council approved new policies and procedures for academic program approval and review at public institutions. These policies and procedures reflect best practices, reinforce state-level and institutional policies to create a more coordinated approach to academic programming, and better connect academic program approval with the review of existing academic programs.

Approval of New Programs: Approval of new academic programs at the state level requires a determination of need and demand, consistency with institutional mission, consideration of issues of duplication, and cost efficiency and effectiveness. The new program approval process consists of two stages:

Stage 1 (Pre-proposal): Institutions submit information on the proposed program, such as justification for creating the program, evidence that the program is aligned with an institution's mission, the state's postsecondary education Strategic Agenda, and the statewide strategic implementation plan, student demand for the program, employment opportunities for graduates, evidence of sufficient resources to offer the program, and (if applicable) efforts to explore collaboration with other institutions with similar programs. This information will be posted for 45 days in order to allow comments from the Chief Academic Officers of institutions within the State, and the CPE Staff will work to resolve any issues that may arise.

Stage 2 (Full Proposal): If Council staff approves the pre-proposal, the institution will then submit, within eighteen months, a full program proposal that has been approved by the institutional governing board. After Council review, the program is placed on provisional status and will be subject to a post-implementation review after a period that depends on the level (e.g., baccalaureate, masters, doctoral) of the program.

Ongoing Program Review: The purpose of CPE academic program review includes an assessment of quality improvements, efficient use of resources, accountability, and cost effectiveness. After a successful post-implementation review, the program enters the institution's regular internal academic program review cycle (six years at WKU), and the findings and recommendations arising from this internal review process form the basis of the institution's program review submission to CPE.

Implementation: January 1, 2012



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Board of Regents

EXECUTIVE COMMITTEE

Agenda Items

October 21, 2011

**RESOLUTION OF APPRECIATION FOR
MS. YEVETTE HASKINS**

REQUEST:

Approval of Resolution of Appreciation for Ms. Yevette Haskins.

FACTS:

The enclosed Resolution is in appreciation of outstanding service demonstrated by Ms. Yevette Haskins as a member of the WKU Board of Regents from 2005-2011.

BUDGETARY IMPLICATIONS:

No funds requested.

RECOMMENDATION:

President Gary A. Ransdell recommends approval of the enclosed Resolution of Appreciation for Ms. Yevette Haskins.

MOTION:

Approval of the Resolution in honor of former Board member, Ms. Yevette Haskins.

R E S O L U T I O N

- WHEREAS,** Ms. Yevette Haskins, Campbellsville, Kentucky, served as a member of the Board of Regents of Western Kentucky University from July 2005 to July 2011; and
- WHEREAS,** Ms. Haskins served as Vice Chair of the Board of Regents from 2009-2011; and
- WHEREAS,** this was a transformational period in the life of Western Kentucky University; and
- WHEREAS,** her term of office was characterized by able leadership, wise counsel, sound business acumen, and faithful service; and
- WHEREAS,** her loyal service and dedication to her responsibilities have made significant and lasting contributions to the University; and
- WHEREAS,** Ms. Haskins has given unselfishly of her time, energies, and resources to make Western Kentucky University better; and
- WHEREAS,** such leadership and dedicated efforts are deserving of special recognition;

THEREFORE BE IT

RESOLVED, that the Board of Regents of Western Kentucky University in a meeting on October 21, 2011, does hereby express its appreciation to Ms. Yevette Haskins for her many contributions and for her special Hilltopper enthusiasm and extends best personal wishes for continued success in all her endeavors;

BE IT FURTHER

RESOLVED, that this Resolution be spread upon the minutes and a copy thereof be presented to Ms. Haskins as an expression of the esteem in which she is held by members of the Board.

Ordered at Bowling Green, Kentucky, this 21st day of October in the year of our Lord two thousand and eleven.

Frederick A. Higdon
Chairman, Board of Regents

Gary A. Ransdell
President

**FIRST READING: AMENDMENTS TO THE BYLAWS OF
THE BOARD OF REGENTS**

REQUEST:

That the Board approve the first reading of proposed amendments to the Bylaws of the Board of Regents.

FACTS:

During the retreat and subsequent Board meeting in July of 2011, the Board approved moving forward with revisions to the Bylaws. During the July meeting, the Board also approved including an indemnity provision as part of the amendments. Due to the insertion of this provision, the amendments will require a first reading and approval.

BUDGETARY IMPLICATIONS:

No funds requested.

RECOMMENDATION:

President Gary A. Ransdell recommends that the Board approve the first reading of proposed amendments to the Bylaws of the Board of Regents.

MOTION:

Approval of the first reading of the proposed amendments to the Bylaws of the Board of Regents.

**BYLAWS
OF THE BOARD OF REGENTS
WESTERN KENTUCKY UNIVERSITY**

[Amended May 15, 1998]
[Amended January 26, 2001]
[Amended _____, 2011]

PREAMBLE

WHEREAS, the Board of Regents of Western Kentucky University has been duly created pursuant to Chapter 164 of the Kentucky Revised Statutes constituting a body corporate, with the usual corporate powers, and with all immunities, rights, privileges, and franchises usually attached to the governing bodies of educational institutions; and,

WHEREAS, the Board of Regents has the principal responsibility of establishing the policies of the University, **and** the President, officers, faculty, and employees of the University **which** implements **and** carry **carries** out such policies; and,

WHEREAS, the Board of Regents in order to carry out its responsibilities, adopts these bylaws for the government of its members and to implement and to carry out its responsibilities as defined herein.

ARTICLE I

DUTIES AND RESPONSIBILITIES OF THE BOARD

1. Statutory Duties and Responsibilities. Pursuant to the Kentucky Revised Statutes, the government of Western Kentucky University is vested in the Board of Regents, and, as such, the Board may:
 - A. Receive grants of money and expend the same for the use and benefit of the University;
 - B. Adopt bylaws, rules, and regulations for the government of its members, officers, agents, and employees, and enforce obedience to such rules;
 - C. Require such reports from the President, officers, faculty, and employees as it deems necessary and proper from time to time;
 - D. Determine the number of divisions, departments, bureaus, offices, and agencies

needed for the successful conduct of the affairs of the University;

- E. Grant diplomas and confer degrees upon the recommendation of the President and faculty.

In addition to the foregoing, the Board shall:

- F. Appoint and remove the President and, on the recommendation of the President, may, in its discretion, appoint all faculty members and employees and fix their compensation and tenure of service, subject to the provisions of KRS 164.360;
- G. Exercise authority over and control of appointments, qualifications, salaries and compensation payable out of the State Treasury or otherwise, promotions, and official relations with all employees; and,
- H. Exercise such other authority, duties, and responsibilities as from time to time may be conferred upon them in accordance and compliance with the applicable Kentucky laws and regulations.

- 2. Other Duties and Responsibilities: Recognizing its authority to do so under KRS 164.350 and realizing the significance of serving on the Board of Regents of Western Kentucky University, the Board of Regents agrees that it shall assume the following duties as Regents for Western Kentucky University:

- A. To devote time to learn how the University functions—its uniqueness, strengths, and needs;
- B. To become familiar with, committed to, and abide by the major responsibilities of this governing board, as set out in the Bylaws of the Western Kentucky University and the Kentucky Revised Statutes, including:
 - 1) To define and clarify the mission and approve long-range plans;
 - 2) To assess periodically their own performance and that of the President;
- C. To act as a policy-making body.
- D. To accept the spirit of academic freedom and shared governance as fundamental characteristics of University governance.

ARTICLE II

MEETINGS

1. **Time and Place.** Meetings of the Board of Regents are to be held on the campus of Western Kentucky University or at such other place as ~~approved by a majority vote of the Board of Regents~~ **agreed upon by the Board**. The Board of Regents shall ~~approve~~ at least annually **agree to a** ~~its~~ calendar of regular meetings, but in no event shall the Board of Regents meet less than once per calendar quarter.
2. **Special Meetings.** Upon written request of the President or any two members of the Board of Regents and with the concurrence of the chairperson, the chairperson of the Board of Regents shall call a special meeting of the Board of Regents, such meetings to be held in a timely fashion at such time and upon such date as determined by the chairperson. The President or any two members of the Board of Regents requesting such special meeting shall set forth in their request, with specificity, the purpose of such meeting. Discussions and action at the meeting shall be limited to items listed on the agenda and the notice.
3. **Notice of Special Meetings.** The notice of the special meeting shall consist of the date, time, and place of the special meeting and the agenda. As soon as possible, written notice shall be delivered personally, transmitted **by facsimile machine, electronic mail, or or mailed to U.S. postal or private delivery service** to every member of the Board of Regents as well as each media organization which has filed a written request, including a mailing address, to receive notice of special meetings. The notice shall be calculated so that it shall be received at least twenty-four (24) hours before the special meeting. As soon as possible, written notice shall be posted in a conspicuous place in the building where the special meeting will take place and then in a conspicuous place in the Wetherby Administration Building. Notice shall be calculated so that it shall be posted at least twenty-four (24) hours before the special meeting.
4. **Emergency Special Meetings.** In case of an emergency which prevents compliance with the foregoing, this subsection shall govern the Board of Regents' conduct of special meetings. The special meeting shall be called pursuant to the procedures set forth above. The Board of Regents shall make a reasonable effort, under emergency circumstances, to notify the members of the Board of Regents, media organizations which have filed a written request for notification, and the public of the emergency meeting. At the beginning of the emergency meeting, the chairperson shall briefly describe for the record the emergency circumstances preventing compliance with the notice provision set forth above. These comments shall appear in the minutes. Discussions and action at the emergency meeting shall be limited to the emergency for which the meeting was called.

5. **Emergency Defined.** For purpose of these bylaws, an emergency shall be defined as a situation which creates a threat or impending threat to public health, welfare or safety such as may arise by reason of fires, floods, or other natural or man-caused disasters, epidemics, riots, enemy attack, sabotage, explosion, power failure, energy shortages, transportation emergencies, equipment failures, state or federal legislative mandates, or similar events.
6. **Participation in Meetings by Non-members.** The President shall attend and participate in all meetings of the Board of Regents unless excused when the President's status is under consideration. He may attend all meetings of committees of the Board. The President, with the approval of the Board members, may invite other members of the University staff or faculty to accompany him in attendance at any meeting. They may address the Board or otherwise participate upon request of the Board, any member, or the President.

Other members of the University community and members of the public are welcome to attend open meetings of the Board but may not address the Board of Regents or otherwise participate in the meetings except pursuant to a previously approved request for appearance to be heard in accordance with this paragraph. Persons desiring to be heard by the Board of Regents will first submit to the President in writing the subject matter and the reason for desiring to be heard by the Board of Regents. The President shall then call the request to the attention of the chairperson. The chairperson may then determine whether or not to permit the person requesting appearance before the Board to speak, or the Board by a majority vote may grant such a request of the person requesting authority to speak. The Board shall be notified of all requests that are denied.

7. **Agenda for Meetings.** It shall be the responsibility of the President and the Chairperson to develop an agenda ~~after consultation with the Executive Committee for each meeting of the Board of Regents~~ **including items which come through Committees of the Board.**

ARTICLE III

1. **Officers.** The officers of the Board of Regents shall be a chairperson, a vice chairperson, a secretary, and a treasurer.
2. **The Election.** The chairperson, vice chairperson, and secretary of the Board of Regents shall be elected and the treasurer appointed at the third regular meeting (calendar year) of the Board of Regents of the year in which the term of office expires. All officers shall commence serving upon their election and appointment.
3. **Term of Office.** All officers shall hold office for a term of one year or until their successors have been duly elected/appointed and have qualified, or until removed as hereinafter provided. If the chairperson shall vacate his/her office prior to the end of

their term, the vice chairperson shall serve as chairperson for the balance of that term. If the vice chairperson vacates his/her office prior to the end of their term, an election shall be held to fill that position for the balance of that term. If any officer shall vacate their office, for whatever reason, their successor shall hold office for the balance of the term of office of the person vacating such office.

4. **Removal of Officers.** Any officer may be removed either with or without cause by a vote of the majority of the entire Board of Regents.
5. **Successive Terms.** The chairperson and vice chairperson may be elected for two successive terms. Such persons shall be ineligible for an additional term without an intervening one-year period.
6. **Duties of Officers.** The duties and powers of the officers of the Board of Regents shall be as follows:

CHAIRPERSON

The chairperson shall preside at all meetings of the Board of Regents, call special meetings upon the request of the President or any two members of the Board of Regents.

VICE CHAIRPERSON

The vice chairperson shall, in the absence of the chairperson, carry out the duties of the chairperson. If for any reason the chairperson vacates that position, the vice chairperson shall assume the position of chairperson for the balance of that term.

SECRETARY

The secretary to the Board of Regents shall be elected annually and shall report to the Board. In the absence of the Secretary, the Chair of the Board shall be responsible for appointing an individual to act as Secretary to the Board. The Board secretary shall be responsible for certifying compliance with all open meetings and open records requirements.

TREASURER

The treasurer to the Board of Regents shall not be a member of the Board of Regents and shall be appointed annually. The treasurer shall receive and disburse all monies and report to the Board of Regents on the financial status and fiscal affairs of the University. The treasurer shall periodically furnish to the Board of Regents, but at least annually, an accounting for all monies received and disbursed during the preceding fiscal year.

7. **Other Responsibilities.** The Board of Regents by a majority vote may assign such other duties and responsibilities to each of the respective officers as it shall from time to

time determine appropriate.

ARTICLE IV

1. **Committees of the Board of Regents.** The standing committees of the Board of Regents shall be the Executive Committee, the Academic Affairs Committee, the Finance and Budget Committee, and the Student Affairs Committee. The Board may from time to time establish such other committees as shall be necessary to carry out its duties and responsibilities.
2. **Executive Committee:** The Executive Committee shall consist of the chairperson, vice chairperson, and the chairperson of the three standing committees of the Board of Regents. **In addition, the immediate past chairperson of the Board shall serve as an ex officio, non-voting member of the Executive Committee.** The Executive Committee will provide guidance to the President on matters that arise in the interim between regular meetings, and shall have authority to review, evaluate, and provide guidance **and/or recommendations** on issues relating to alumni relations, auditing, athletics, development, governmental and public affairs, legal, human resources, and issues related to fund-raising and other similar advancement matters.

The Executive Committee shall also serve as the President's Review and Compensation Committee, and shall present recommendations concerning same to the full Board for vote. The Executive Committee may also perform any and all other functions that may be from time to time assigned by a majority vote of the Board of Regents. The chairperson of the Board of Regents shall serve as the chair of the Executive Committee. The President of the University shall appoint a member of the staff to serve as administrative agent to the committee.

3. **Academic Affairs Committee:** The Academic Affairs Committee shall ~~be responsible for evaluating all recommendations coming to the Board of Regents~~ **have authority to review, evaluate, provide guidance and /or recommendations** affecting the academic and intellectual affairs of the University. The Academic Affairs Committee shall consist of a minimum of three and a maximum of five members of the Board. The President of the University shall appoint a member of the staff to serve as administrative agent to the committee.
4. **Finance and Budget Committee:** This Committee ~~will review, evaluate and provide guidance~~ **shall have authority to review, evaluate, provide guidance and /or recommendations** on financial issues, including the biennial budget requests submitted to governmental agencies, the annual operating budget of the University for each fiscal year, adjustments to the annual operating budget from time to time as required by operations of the University, allocation of unencumbered fund balances, proposals for construction of academic, administrative or service facilities, all other financial and budget matters, including facilities and facilities management. If necessary, the annual operating budget of the University may be adjusted between the

regular meetings of this Committee, and, in that event, this Committee will provide post-review and evaluation of those adjustments. The Finance and Budget Committee shall consist of a minimum of three and a maximum of five members of the Board. The President of the University shall appoint a member of the staff to serve as administrative agent to the committee.

5. **Student Affairs Committee:** *(Revised 4-30-04)* The Committee ~~will review, evaluate, and provide guidance~~ **shall have authority to review, evaluate, provide guidance and /or recommendations** on all matters related to student life issues, including facilities, renovation, or new construction related to or associated with same. In addition, this Committee shall have delegated authority from the Board of Regents to render a final decision on an appeal of any student disciplinary decision rendered by the University Disciplinary Committee. Any decisions rendered by the Committee should be reported to the full Board at the next regular meeting following the Committee's decision. The Committee will consist of a minimum of three and a maximum of five members of the Board. Absent a unanimous vote of the Student Affairs Committee, the matter will be referred to the full Board for final resolution. The President of the University shall appoint a member of the staff to serve as administrative agent to the Committee.
6. **Authority of Committees.** Committees shall possess no delegated authority of the Board of Regents unless approved by a majority vote of the Board of Regents. All actions of each committee, unless taken with delegated authority, shall constitute recommendations to the Board of Regents and shall be subject to approval by a majority vote of the Board of Regents. All authority delegated to a committee must be within the confines of Kentucky State Statutes and regulations.
7. **Selection of Committee Members.** If a Board officer vacancy occurs, an election shall be held to fill the unexpired portion of that term and to serve on the Executive Committee. Members and Chairpersons of the standing committees of the Board shall be selected by the Chairperson of the Board of Regents, and the terms of the committees can run concurrently with the Chairperson, at the discretion of the Chairperson.
8. **Term of Committee Members.** All committee members shall serve for a term of one year or until their successors have been duly selected by the Chairperson. In the event of a vacancy on a committee, the successor member shall be selected by the Chairperson of the Board of Regents and shall hold office for the balance of the term of office of the person vacating their office.
9. **President as Ex Officio Member/ Board Members as Advisory Members.** The President ~~and all members of the Board of Regents~~ shall serve as ~~ex officio members~~ **an ex officio, non-voting member** of all committees of the Board of Regents, including those created from time to time by the Board. **All members of the Board of Regents shall serve as advisory (non-voting) members of all committees of the**

Board of Regents, including those created from time to time by the Board.

10. **Other Committees.** Such other committees as are from time to time created by the Board of Regents shall have their membership, duties, responsibilities, and term of existence determined by a majority vote of the Board of Regents.
11. **Removal of Committee Members.** Any committee member may be removed either with or without cause by a majority vote of the entire Board of Regents.

ARTICLE V

1. **Quorum.** A simple majority of the members of the Board of Regents shall constitute a quorum for the transaction of its business.
2. **Voting.** Each member of the Board of Regents shall cast one vote. All votes of the Board shall be a voice vote, provided, however, any member may request a roll call vote of the membership on any question. A simple majority of the quorum present and voting is required for any action and is sufficient unless otherwise required by law. The secretary shall note those voting in favor and those voting against any matter except on voice votes.
3. **Majority of Entire Board Required on Finances.** A majority of the Board of Regents must vote affirmatively to affect an appropriation or disbursement of money, the making of a contract that requires an appropriation or disbursement of money, or the employment or dismissal of a teacher.
4. **Indemnification.** **The members of the Board of Regents (past, present and future) shall be indemnified and be held harmless from and against all civil liabilities, including judgments, decrees, fines, penalties, expenses, fees, amounts paid in settlement or any other costs, losses (including but not limited to attorney's fees and court costs) not otherwise covered by the insurance coverage maintained by the University and arising or resulting from or in connection or association with, any threatened, pending or completed action, suit or proceeding (whether civil, administrative, investigatory or otherwise) and any appeals related thereto, under which the members of the Board are parties or participants because of their actions or omissions performed in good faith and in any capacity during the course and in the scope of their employment service on behalf of the University, whether incurred before or after the adoption of these Bylaws, unless they are finally adjudicated to be liable for willful, wanton or malicious conduct or criminal conduct as defined by law or regulation of any state or national government. Indemnification must conform with state and federal statutes and regulations.**

ARTICLE VI

1. **Responsibilities of the President.** The President of the University is appointed by the Board of Regents and serves at the pleasure of the Board. The President is the chief executive and academic officer of the University and has direct charge of and is responsible to the Board for the operation of the University. The President shall submit to the Board, in writing, an annual report on the condition of the University.

A. Responsibilities of the President include, but are not limited to:

- (1) Providing leadership to the Board and the community in the development of the University's mission and programs;
- (2) Supervising the University's faculty and all other University employees;
- (3) Balancing the University's revenues and expenditures, managing the University's funds and other resources, assuring the financial integrity of the University, and reporting the financial condition of the University to the Board, on a regular basis;
- (4) Managing and personally participating in public and private fund-raising;
- (5) Managing the University's facilities;
- (6) Implementing the Policies and Procedures of the Board;
- (7) Making recommendations to the Board concerning the initial appointment of faculty, the award of tenure to faculty, and the granting of emeritus status;
- (8) Making recommendations to the Board concerning student fees;
- (9) Recommending to the Board a management structure for the University and the organization of the University's academic programs into colleges, schools, departments, divisions, and centers of instruction;
- (10) Making other recommendations, as necessary, to the Board or to Board committees with regard to matters falling within the authority of the Board;
- (11) Speaking on behalf of the University as its official spokesman and representing the University as its designated representative;
- (12) Presiding over official meetings and functions of the University;

- (13) Informing the Board of actions taken by the President, as appropriate, and of the development of critical or controversial issues;
 - (14) To review, accept, modify, or reject recommendations of the campus governance bodies, or to cause such activities to be done, with respect to any matter concerning academic policy, programs, or procedures. To present to the Board all formal recommendations on such matters, ensuring that significant dissenting positions are reported. In turn, the President shall inform the faculty of the Board's position in those areas where their interests and well-being are affected; and,
 - (15) Performing such other specific responsibilities as are required by the Policies and Procedures of the Board or by the laws and regulations of the state of Kentucky.
- B. The President is hereby designated as an official spokesman and representative of the University. As the University's designated representative, the President is delegated the general authority to act on behalf of the University and the Board of Regents.
- C. The authority of the President to act on behalf of the University and the Board includes, but is not limited to, the authority:
- (1) To make recommendations to the Board to appoint and to reappoint all faculty and fix their salaries;
 - (2) To make recommendations to the Board to approve promotions in rank of faculty;
 - (3) To make recommendations to the Board to take final actions on behalf of the University in all other personnel matters concerning the University employees, except that the President shall not have the authority to make final decisions on faculty requests for Board review of negative tenure decisions or to make final decisions on severe sanctions including dismissal for cause and/or dismissal for financial reasons;
 - (4) To approve the awarding of degrees and certificates to candidates who have completed all degree requirements and are recommended by the faculty of the appropriate college, school, or division, and the authority to confer such degrees and certificates;
 - (5) To approve the use of University facilities;
 - (6) To approve the use of the University's name and visual identification;

- (7) To execute contracts, leases, and other legal instruments;
 - (8) To execute documents necessary to purchase, sell, or otherwise convey interests in real property, subsequent to Board approval;
 - (9) To accept gifts on behalf of the University;
 - (10) To exercise such authority as is provided by the Policies and Procedures of the Board or by the statutes and regulations of the state of Kentucky.
- D. The President may designate another University officer or employee to exercise, in whole or in part, the authority provided to the President herein, provided that the President shall be responsible for the actions of his/her designee.

2. **Review and Compensation of the President.**

- A. The President shall be evaluated, in executive session, at the annual meeting of the Board, according to written objectives, specific and general, developed by the President in conjunction with the Board and presented to the Board at the outset of each academic year. The Board shall have the discretion to obtain the services of an outside evaluator to assist the Board in the evaluation of the President.
- B. The Executive Committee shall serve as the President's Compensation Committee and, based on each annual evaluation, meet in executive session to review the President's compensation package. The compensation package recommended by the Executive Committee shall be presented to the full Board for approval.

ARTICLE VII

- 1. **Amendment to Bylaws.** Amendments to these bylaws may be proposed by any member at any duly constituted meeting of the Board but will not be acted upon until the next meeting. Adoption of amendments shall require a vote of two-thirds (2/3) of the members.
- 2. **Parliamentary Procedure.** The parliamentary procedure of the Board of Regents shall be governed by Robert's Rules of Order.

**RESOLUTION REGARDING WKU CHILD CARE CONSORTIUM
(WKUCCC) HEAD START AND EARLY HEAD START**

REQUEST:

That the Board approve a Resolution pertaining to the oversight and governance of WKU Child Care Consortium (WKUCCC) Head Start and Early Head Start programs.

FACTS:

On August 1, 2008, President Gary A. Ransdell designated the WKU Research Foundation (WKURF) Board of Directors as the sub-board for WKUCCC Head Start and Early Head Start to oversee key responsibilities related to program governance and program improvement. Since that date, the WKURF Board has fulfilled the functions of the governing body prescribed in the *Improving Head Start for School Readiness Act of 2007*, section 1304.50 (including Appendix A: Governance and Management Responsibilities) of the *Head Start Program Performance Standards*, Office of Head Start Policy Clarification OHS-PC-E-024 (July 21, 2008), and other applicable laws, regulations, and directives.

In order to insure that the delegation meets all federal program requirements, the WKUCCC has requested that this delegation be memorialized in the form of a Resolution of the Board of Regents.

BUDGETARY IMPLICATIONS:

No funds requested.

RECOMMENDATION:

President Gary A. Ransdell recommends that the Board approve a Resolution delegating oversight and governance of WKU Child Care Consortium (WKUCCC) Head Start and Early Head Start programs to the WKU Research Foundation.

MOTION:

To approve the Resolution delegating oversight and governance of WKU Child Care Consortium (WKUCCC) Head Start and Early Head Start programs to the WKU Research Foundation.

RESOLUTION

WHEREAS, Western Kentucky University (WKU) has legal and financial responsibility for WKU Child Care Consortium (WKUCCC) Head Start and Early Head Start;

WHEREAS, the functions of the governing body prescribed in the *Improving Head Start for School Readiness Act of 2007*, section 1304.50 (including Appendix A: Governance and Management Responsibilities) of the *Head Start Program Performance Standards*, Office of Head Start Policy Clarification OHS-PC-E-024 (July 21, 2008), and other applicable laws, regulations, and directives are currently under the auspices of the WKU Board of Regents;

WHEREAS, the Board has determined that the WKU Research Foundation (WKURF) Board of Directors is the appropriate body to act as the sub-board for WKUCCC Head Start and Early Head Start and oversee key responsibilities related to program governance and program improvement.

NOW, THEREFORE, it is hereby resolved as follows:

1. The Board of Regents hereby delegates to the WKURF Board of Directors oversight responsibilities related to program governance and Head Start/Early Head Start program improvement as detailed broadly in WKURF Board bylaws and specifically in WKUCCC governance policies and procedures.
2. Membership of the sub-board shall be comprised of the membership of the WKURF Board of Directors. The responsibilities of each member and the process and procedures for their selection are specified in the WKURF Board bylaws. The WKURF Board of Directors is also empowered, as it sees fit, to designate a subcommittee of WKURF Board members and other advisors to interface with Head Start and Early Head Start and make recommendations to the full Board regarding its specific Head Start/Early Head Start approval/disapproval functions.
3. Members of the sub-board shall provide the President with sufficient and timely information about Head Start/Early Head Start activities and decisions to enable the President and the Board of Regents to exercise its legal and fiscal responsibilities for administering and overseeing WKUCCC Head Start/Early Head Start programs including safeguarding of Federal funds as required by section 642(c)(1)(E)(i) and (d)(2) of the Head Start Act.
4. The President is authorized to take those actions necessary on behalf of the University to comply with the provisions of this resolution.

This the 21st day of October, 2011.

Mr. Frederick A. Higdon
Chairman, Board of Regents

Attested:

Dr. Melissa B. Dennison
Secretary, Board of Regents



DEVELOPMENT AND ALUMNI RELATIONS HIGHLIGHTS

October 21, 2011

FIRST QUARTER HIGHLIGHTS

- \$5.2M in cash gifts received; 9.5% ahead of last year's pace
- \$3.1M in corporate gifts; \$1.3M from alumni & friends
- \$1.9M in student scholarship support
- 518 faculty and staff donors; record pace thus far

CAMPAIGN HIGHLIGHTS

- \$189.7M in gifts and pledges (\$6.2M ahead of \$200M pace)

Key Gift and Pledge Sources

- \$94M from alumni and friends
- \$56M from corporations
- \$11M from foundations

Select Gift and Pledge Designations

- \$100M given in faculty and staff support (endowment and operational support for units)
- \$52M given to student scholarships
- \$21M given to capital needs
- \$16M given to athletics
- \$4.2 M raised toward \$5 M goal for the New Augenstein Alumni Center



WKU[®]

Board of Regents

**FINANCE & BUDGET
COMMITTEE**

Agenda Items

October 21, 2011

GENERAL RECEIPTS BONDS

REQUEST:

Approval of a Resolution authorizing the issuance and sale of approximately \$35,000,000 General Receipts Obligations (Renovate Downing University Center Phase III) of Western Kentucky University and approximately \$15,500,000 General Receipts Refunding Obligations of Western Kentucky University pursuant to the trust agreement dated as of December 1, 2006; and authorizing WKU Board of Regents Treasurer, K. Ann Mead, to accept the lowest bids, award the bonds, and report back to the Board the results of said actions.

FACTS:

Based on legislative authorization and previous approvals by the Board of Regents, the Administration is recommending the issuance and sale of bonds totaling approximately \$35,000,000 to be allocated for the following project: Downing University Center Renovation - Phase III. The sale will yield approximately \$33.5 million to be deposited in the project construction fund.

In addition to the aforementioned bonds, we have identified potential opportunities for savings through advanced refundings of Western Kentucky University Consolidated Education Buildings Revenue Bonds, Series P and Western Kentucky University Consolidated Education Buildings Revenue Bonds, Series Q. We are requesting your approval to issue and sell the bonds in one or more series at such time and in such principal amounts as to provide the greatest overall savings for WKU.

The bond Resolution has been prepared by Peck, Shaffer & Williams, LLP who is serving as bond counsel for the University on this issuance. The bond Resolution permits WKU to initiate the steps under the general receipts indenture to sell the bonds, subject to WKU accepting the lowest and best bid for the bonds, and establishing the final principal amounts and maturities for the bonds. Hilliard-Lyons serves as financial advisor. The results of the final sales of bonds will be reported at the first Board of Regents meeting following each of the sales.

RECOMMENDATION:

President Gary A. Ransdell recommends that the Board approve a Resolution authorizing the issuance and sale of approximately \$35,000,000 General Receipts Obligations (Renovate Downing University Center Phase III) of Western Kentucky University and approximately \$15,500,000 General Receipts Refunding Obligations of Western Kentucky University pursuant to the trust agreement dated as of December 1, 2006; and authorizing WKU Board of Regents Treasurer, K. Ann Mead, to accept the lowest bids, award the bonds, and report back to the Board the results of said actions.

MOTION:

Approve the Resolution authorizing the issuance and sale of approximately \$35,000,000 General Receipts Obligations (Renovate Downing University Center Phase III) of Western Kentucky University and approximately \$15,500,000 General Receipts Refunding Obligations of Western Kentucky University pursuant to the trust agreement dated as of December 1, 2006; and authorizing WKU Board of Regents Treasurer, K. Ann Mead, to accept the lowest bids, award the bonds, and report back to the Board the results of said actions.

SERIES RESOLUTION

PROVIDING FOR THE AUTHORIZATION, ISSUANCE AND SALE OF APPROXIMATELY \$35,000,000 GENERAL RECEIPTS OBLIGATIONS (RENOVATE DOWNING UNIVERSITY CENTER PHASE III) OF WESTERN KENTUCKY UNIVERSITY AND APPROXIMATELY \$15,500,000 GENERAL RECEIPTS REFUNDING OBLIGATIONS OF WESTERN KENTUCKY UNIVERSITY, PURSUANT TO THE TRUST AGREEMENT DATED AS OF DECEMBER 1, 2006.

WHEREAS, Western Kentucky University (herein called the "University"), a public body corporate and an educational institution and agency of the Commonwealth of Kentucky, by resolution adopted by the Board of Regents of the University on November 2, 2006 (herein called the "General Bond Resolution"), and by a Trust Agreement, dated as of December 1, 2006, as supplemented (herein called the "Trust Agreement"), comprised in part of the General Bond Resolution, has provided for the issuance from time to time of Obligations (as defined in the Trust Agreement) of the University secured by a pledge of the University's "General Receipts" (as defined in the Trust Agreement), each such issue to be authorized by a Series Resolution, as required by the Trust Agreement; and

WHEREAS, the Board has determined that it is necessary to finance the costs of the acquisition, construction, installation and equipping of a capital project identified as Renovate Downing University Center Phase III (the "Project"); and

WHEREAS, by authority of Sections 162.340 to 162.380 of the Kentucky Revised Statutes, Chapter 56 of the Kentucky Revised Statutes and Sections 58.010 to 58.140 of the Kentucky Revised Statutes (collectively, the "Act"), the University is authorized to construct educational building facilities, to issue its obligations to pay all or part of the costs of such facilities, and to secure said obligations by a pledge of and lien on all or such part of the revenues and receipts of the University; and

WHEREAS, the Board by a resolution adopted on adopted on August 15, 1960, supplemented on July 28, 1971 (the "Prior Resolution"), created and established an issue of Western Kentucky University Consolidated Educational Buildings Revenue Bonds (the "Consolidated Education Bonds") and there are Consolidated Education Bonds outstanding under the Prior Resolution identified as Western Kentucky University Consolidated Educational Buildings Revenue Bonds, Series P and Western Kentucky University Consolidated Educational Buildings Revenue Bonds, Series Q (collectively, the "Prior Bonds"); and

WHEREAS, in order to achieve debt service savings, the Board has determined, if interest rates prevailing in the bond market are favorable, to refund the Prior Bonds so that the Prior Bonds will no longer be outstanding under the Prior Resolution; and

WHEREAS, the Board of Regents, in order to pay the costs of the Project and to refund the Prior Bonds, desires to provide for issuance and sale of Western Kentucky University General Receipts Bonds and for other matters in connection therewith, by the adoption of this Resolution;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF REGENTS OF WESTERN KENTUCKY UNIVERSITY, AS FOLLOWS:

SECTION 1. Definitions and Interpretations. All words and terms defined in Section 1 of the Trust Agreement and all interpretations therein provided shall have the same meanings, respectively, and be subject to the same interpretations as therein provided where used in this Resolution, unless the context or use clearly indicates another or different meaning or intent, except that this Resolution is sometimes herein called and may be known as the "Renovate Downing University Center Phase III and Refunding Bond Resolution," the Obligations authorized by this Resolution are referred to herein and in the Supplemental Trust Agreement hereby authorized, as the "Renovate Downing University Center Phase III Obligations" and the "Refunding Obligations," respectively, and the terms "hereof," "hereby," "hereto," "herein," and "hereunder," and similar terms, mean this Resolution.

SECTION 2. Authority. This Resolution is adopted pursuant to the General Bond Resolution, the Trust Agreement, and the Act.

SECTION 3. Authorization, Designation and Purpose of Obligations. It is hereby declared to be necessary to, and the Board shall, issue, sell and deliver, as provided and authorized herein, Renovate Downing University Center Phase III Obligations in the approximate principal amount of \$35,000,000 as General Receipts Obligations which shall be issued as General Receipts Bonds ("Bonds"). Such Obligations shall be designated "Western Kentucky University General Receipts Bonds" and shall bear such further series designations as the Fiscal Officer (as defined in the Trust Agreement) deems appropriate. Such Obligations shall be issued for the purpose of (i) financing the costs of the Project and (ii) paying costs of issuance in connection with such Obligations. The proceeds from the sale of such Obligations shall be deposited and allocated as provided in Section 6 hereof.

It is hereby further declared to be necessary to, and the Board shall, issue, sell and deliver, as provided and authorized herein, Refunding Obligations in the approximate principal amount of \$15,500,000 as General Receipts Obligations which shall be issued as General Receipts Bonds (the "Refunding Bonds"). Such Obligations shall be designated "Western Kentucky University General Receipts Refunding Bonds" and shall bear such further series designations as the Fiscal Officer deems appropriate. Such Obligations shall be issued for the purpose of (i) refunding the Prior Bonds and (ii) paying costs of issuance in connection with such Obligations. The proceeds from the sale of such Obligations shall be deposited and allocated as provided in Section 6 hereof.

SECTION 4. Terms and Provisions Applicable to the Renovate Downing University Center Phase III Obligations and Refunding Obligations.

(a) Form, Numbering and Designation. The Obligations shall be issued in the form of fully registered Obligations as approved by the Fiscal Officer, shall be numbered from 1 upwards, by series, and shall bear such series designations as the Fiscal Officer deems appropriate.

(b) Denomination and Dates. The Renovate Downing University Center Phase III Obligations and Refunding Obligations shall be in such denominations as requested by the Original Purchaser (hereafter defined), and shall be dated on the date determined by the Fiscal Officer and may be issued in installments (each installment being a part of the Renovate Downing University Center Phase III Obligations or Refunding Obligations, as applicable, herein authorized) with maturity dates approved by the Fiscal Officer, having a final maturity that is no later than (i) with respect to the Renovate Downing University Center Phase III Obligations, twenty years from the date the Renovate Downing University Center Phase III Obligations are issued and (ii) with respect to the Refunding Obligations, the last day of the fiscal year in which the refunded Prior Bonds are scheduled to mature.

(c) Interest. The Renovate Downing University Center Phase III Obligations and Refunding Obligations shall bear interest from their respective dates payable on dates approved by the Fiscal Officer, beginning on a date approved by the Fiscal Officer, at the rate or rates per annum determined pursuant to Section 5 hereof.

(d) Maturities. The Renovate Downing University Center Phase III Obligations and Refunding Obligations shall mature on such dates, in the years and in the principal amounts set forth in the maturity schedule approved by the Fiscal Officer pursuant to Section 5 hereof.

(e) Redemption Terms and Prices. The Renovate Downing University Center Phase III Obligations and Refunding Obligations shall be subject to optional and mandatory redemption on such dates and terms as approved by the Fiscal Officer, with the advice of the Financial Advisor (hereinafter identified) and set forth in the Supplemental Trust Agreement. If less than all of the outstanding Renovate Downing University Center Phase III Obligations and Refunding Obligations are called for redemption at one time, they shall be called in the order of the maturities as directed by the Fiscal Officer. If less than all of the outstanding Renovate Downing University Center Phase III Obligations and Refunding Obligations of one maturity are to be called, the selection of such Renovate Downing University Center Phase III Obligations and Refunding Obligations or portions of Renovate Downing University Center Phase III Obligations and Refunding Obligations of such maturity to be called shall be made in the manner provided in the Trust Agreement. Notice of call for redemption of such Obligations shall be given in the manner provided in the Trust Agreement.

(f) Other Provisions. The Renovate Downing University Center Phase III Obligations and Refunding Obligations may, at the option of the Fiscal Officer, be secured by municipal bond insurance or similar instrument issued by a financial or insurance institution acceptable to the Fiscal Officer.

(g) Place of Payment and Paying Agents. The principal, interest and any redemption premium on registered Renovate Downing University Center Phase III Obligations and Refunding Obligations shall be payable by check or draft, as provided in the Trust Agreement.

(h) Execution. The Renovate Downing University Center Phase III Obligations and Refunding Obligations shall be executed in the manner provided in the General Bond Resolution.

SECTION 5. Award and Sale of Renovate Downing University Center Phase III Obligations and Refunding Obligations. The Renovate Downing University Center Phase III Obligations and Refunding Obligations shall be offered publicly for sale upon the basis of competitive bids at such time as the Fiscal Officer, upon advice of the Financial Advisor to the University, shall designate.

The Fiscal Officer is hereby authorized and directed to cause an appropriate form or forms of a Notice of Sale of Bonds to be published in the *Daily News*, a legal newspaper published in the County of Warren, Kentucky, which will afford local notice of the sale, *The Courier Journal*, a legal newspaper published in the City of Louisville, Kentucky, which will afford statewide notice of the sale, and, to the extent required by law, in *The Bond Buyer*, a financial journal published in the City of New York, New York, which is a publication having general circulation among bond buyers; and said newspapers and financial journal are hereby declared to be qualified to publish such notice for the Board within the meaning and provisions of Chapter 424 of the Kentucky Revised Statutes. Such notice shall be published in said newspapers and financial journal at least once not less than seven nor more than twenty-one days prior to the scheduled date of sale of the respective Obligations.

The forms of Notice of Bond Sale, Official Terms and Conditions of Sale of Bonds, Bid Form and Official Statement, shall be in such form as approved by Bond Counsel for the University, by the Financial Advisor, by the General Counsel of the University and by the Fiscal Officer.

Bidders shall be advised that the fee of the Financial Advisor for services rendered with respect to the sale of the Renovate Downing University Center Phase III Obligations and Refunding Obligations is contingent upon the issuance and delivery of such Obligations.

Upon the date and at the respective hour set forth for the submission and consideration of purchase bids, as provided in the instruments hereinabove approved, bids shall be reviewed as provided in such instruments. If there shall be one or more bids which conform in all respects to the prescribed terms and conditions, such bids shall be compared, and the Fiscal Officer, upon the advice of the Financial Advisor, is authorized to accept the best of such bids, as measured in terms of the lowest interest cost to the Board, as calculated in the manner prescribed in the Official Terms and Conditions of Sale of Bonds. Calculations shall be performed as are necessary to determine the exact amount of Renovate Downing University Center Phase III Obligations and Refunding Obligations that are required to be issued in order to (i) pay the budgeted costs of the Project, (ii) refund the Prior Bonds (if the Fiscal Officer determines that it is economical to refund the Prior Bonds) and (iii) pay the costs of issuing the Obligations and the final principal amount, interest rates and maturities of the Renovate Downing University Center Phase III Obligations and/or the Refunding Obligations shall thereupon be established, as prescribed in the Official Terms and Conditions of Sale of Bonds.

SECTION 6. Allocation of Proceeds of Renovate Downing University Center Phase III Obligations and Refunding Obligations. All of the proceeds from the sale of the Renovate Downing University Center Phase III Obligations and Refunding Obligations and other lawfully available funds of the University shall be received and receipted for by the Fiscal Officer and

shall be deposited and allocated as set forth in the applicable Supplemental Trust Agreement approved hereby.

SECTION 7. Additional Covenants with Respect to Internal Revenue Code of 1986, as Amended. This Board hereby finds and determines that all of the proceeds from the sale of the Renovate Downing University Center Phase III Obligations and Refunding Obligations will be needed for the purposes set forth in Section 6 hereof. This Board hereby covenants for and on behalf of the University, that it will restrict the use of the proceeds of the Renovate Downing University Center Phase III Obligations and Refunding Obligations in such manner and to such extent, if any, and take such other actions as may be necessary, in view of reasonable expectations at the time of issuance of such Obligations, so that the Renovate Downing University Center Phase III Obligations and Refunding Obligations will not constitute obligations the interest on which is subject to federal income taxation or "arbitrage bonds" under Sections 103(b)(2) and 148 of the Internal Revenue Code of 1986, as amended (the "Code"), and regulations prescribed under such Sections. The Fiscal Officer or any other officer of the University having responsibility with respect to issuance of the Renovate Downing University Center Phase III Obligations and Refunding Obligations is hereby authorized and directed to give an appropriate certificate for inclusion in the transcript of proceedings with respect to the Renovate Downing University Center Phase III Obligations and Refunding Obligations, setting forth the facts, estimates and reasonable expectations pertinent under said Sections 103(b)(2) and 148 of the Code and an election, if appropriate, with respect to Section 148(f)(4)(B)(IV)(V) of the Code. The Fiscal Officer is hereby authorized and directed to create a Rebate Account (which shall be held by either the University or the Trustee, at the discretion of the Fiscal Officer) if the Fiscal Officer determines such account is necessary so that the University complies with the rules concerning "rebate" as set forth in the Code, as they apply to the Renovate Downing University Center Phase III Obligations and Refunding Obligations.

SECTION 8. Supplemental Trust Agreement. The Chairman of the Board is authorized and directed to execute, acknowledge and deliver to the Trustee, in the name of and on behalf of the University, one or more Supplemental Trust Agreements pursuant to the Trust Agreement and in connection with the issuance of the Renovate Downing University Center Phase III Obligations and the Refunding Obligations, in the prescribed form, with such changes therein not substantially adverse to the University as may be permitted by the Act and the Trust Agreement and approved by the officer executing the same on behalf of the University. The approval of such changes, and that such changes are not substantially adverse to the University, shall be conclusively evidenced by the execution of such Supplemental Trust Agreement by such officer.

SECTION 9. Official Statement. The Chairman is hereby authorized and directed to execute and deliver one or more Official Statements with respect to the Renovate Downing University Center Phase III Obligations and Refunding Obligations for the purpose of making available to potential investors the information therein contained, which describes the interest rates and other terms to be borne by and the price to be paid for the Renovate Downing University Center Phase III Obligations and/or the Refunding Obligations, as applicable, and such other information with respect to the University and the Renovate Downing University Center Phase III Obligations and Refunding Obligations, necessary in the judgment of the Chairman with the advice of the Fiscal Officer and the Financial Advisors. The Chairman and

the Fiscal Officer are each hereby authorized to deem the Preliminary Official Statement and final Official Statement "near final" and "final" for purposes of Securities Exchange Commission Rule 15c2-12, as amended and interpreted from time to time, promulgated by the Securities and Exchange Commission pursuant to the Securities Exchange Act of 1934 (the "Rule").

SECTION 10. Compliance With Rule 15c2-12. The Board of Regents hereby agrees, to comply with the provisions of the Rule. In order to comply with the Rule, a Continuing Disclosure Agreement in the usual and customary form is hereby authorized and approved, with such modifications and additions as may be approved by the officer of the University executing the same. The Chairman and the Fiscal Officer are each hereby authorized to execute and deliver such Continuing Disclosure Agreement.

SECTION 11. Escrow Trust Agreement. The Chairman of the Board and the Fiscal Officer are each separately authorized and directed, if the refunding of the Prior Bonds is determined to be economically feasible, to execute, acknowledge and deliver to the Trustee, in the name of and on behalf of the University, an Escrow Trust Agreement relating to the defeasance of the Prior Bonds under the provisions of the Prior Resolution, in substantially the form described to this Board, as may be permitted by the Act or required by the Prior Resolution, and approved by the officer executing the same on behalf of the University. The approval of the final Escrow Trust Agreement shall be conclusively evidenced by the execution of such Escrow Trust Agreement by such officer.

SECTION 12. Open Meetings. This Board hereby finds and determines that all formal actions relative to the adoption of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board and of its committees, if any, which resulted in formal action, were taken in meetings open to the public, in full compliance with applicable legal requirements.

SECTION 13. Further Authorization. That the proper and appropriate officers of the Board and of the University, to the extent authorized by law, are hereby authorized to execute and deliver the closing certificates, if any, with such modifications thereto as may be required by the purchasers of the Renovate Downing University Center Phase III Obligations and Refunding Obligations and approved by special bond counsel to the University as well as such other documents, certificates and statements as may be so required and so approved in connection with sale and delivery of the Renovate Downing University Center Phase III Obligations and Refunding Obligations.

SECTION 14. Provisions in conflict are Repealed. All resolutions or parts thereof in conflict with the provisions of this Resolution are hereby rescinded to the extent of such conflict.

SECTION 15. Effective Date. This resolution shall take effect from and after its passage.

SECTION 16. Copy to be Filed with Trustee. A certified copy of this Resolution shall be filed with the Trustee

Adopted October 21, 2011.

Chairman, Board of Regents
Western Kentucky University

Attest:

Acting Secretary, Board of Regents

CERTIFICATION

The undersigned, Acting Secretary of the Board of Regents of Western Kentucky University, Bowling Green, Kentucky, hereby certifies that the foregoing is a true copy of a Resolution adopted by the Board of Regents of said University at a meeting held on October 21, 2011, as recorded in the official Minute Book of said Board of Regents, which is in my custody and under my control, that said meeting was held in accordance with all applicable requirements of Kentucky law, including KRS 61.810, 61.815 and 61.820, that a quorum was present at said meeting, and that the aforesaid Resolution is of record in the office of the Board, has not been modified, amended, or rescinded, and is in full force and effect at this date.

WITNESS my signature this _____, _____.

Acting Secretary, Board of Regents
Western Kentucky University

PERSONNEL ACTIONS

REQUEST:

Approval of faculty and staff personnel actions which have been approved through administrative channels and executed through the human resources information system during the period 7/13/2011 – 9/9/2011.

FACTS:

This request includes a variety of customary actions pertaining to people and positions. Each action is identified by “type” and “funding source”. Salary increases equal to or greater than \$5,000 and not associated with a personnel transfer are noted with a detailed explanation.

BUDGETARY IMPLICATIONS:

Funding is provided as indicated for each transaction.

RECOMMENDATION:

President Gary A. Ransdell recommends approval of all faculty and staff personnel actions as referenced above and as individually displayed in attached report.

MOTION:

Approve faculty and staff personnel actions.

Department	Employee	Title	Effective Date	Current Rate/Salary	Proposed Rate/Salary	Type Action	Funding Source	Salary Increase Reason
Biology	Justin R. Grubich	Instructor	8/15/2011		30,000.00	Initial Appointment	E&G	
Dept. of Kinesiology, Recr. & Sport	James A. Cottrill	Instructor	8/15/2011		40,008.00	Initial Appointment	RD	
Dept. of Kinesiology, Recr. & Sport	Gina Sobrero Evans	Assistant Professor	8/15/2011		50,004.00	Initial Appointment	E&G	
Doctor of Physical Therapy	Kurt Richard Neely	Academic Coord., Clinical Ed.	8/15/2011		90,000.00	Initial Appointment	E&G	
Family and Consumer Sciences	Amy Colleen Hersch	Instructor	1/2/2012		42,000.00	Initial Appointment	E&G	
Honors College	Elizabeth J. Gish	Assistant Professor	8/15/2011		47,004.00	Initial Appointment	E&G	
Honors College	Justin B. Litke	Visiting Assistant Professor	8/15/2011		47,004.00	Initial Appointment	E&G	
Journalism & Broadcasting	Bradley J. Pfranger	Assistant Professor	8/15/2011		48,000.00	Initial Appointment	E&G	
Journalism & Broadcasting	Patty Jean Reiksten	Vstg Professional-In-Residence	8/15/2011		25,000.00	Initial Appointment	E&G	
Political Science	Jeffrey Lee Budziak	Assistant Professor	8/15/2011		48,000.00	Initial Appointment	E&G	
School of Nursing	Britney Michelle Jackson	Instructor	8/15/2011		42,000.00	Initial Appointment	RD	
University College	Jianjun He	Assistant Professor	8/19/2011		47,004.00	Initial Appointment	E&G	
Academic Support	Richard Leo Hunt	Instructor	8/15/2011		32,004.00	Rehire	E&G	
Chemistry	Seth M. Parmley	Instructor	8/15/2011		33,000.00	Rehire	E&G	
Academic Support	Shirley Jean English	Instructor	7/1/2011	32,004.00	34,008.00	Reappointment	E&G	
Academic Support	Anne Lawson Heintzman	Instructor	7/1/2011	32,004.00	32,004.00	Reappointment	E&G	
Dept. of Kinesiology, Recr. & Sport	F. T. Esslinger	Visiting Assistant Professor	8/15/2011	40,008.00	45,000.00	Reappointment	E&G	
SKyTeach	Lee Ann Smith	Professional-In-Residence	8/1/2011	52,008.00	52,008.00	Reappointment	RD	
WKU - Glasgow	Melanie Waldrop Asriel	Instructor	7/1/2011	28,008.00	28,008.00	Reappointment	Grant	
Communication	Eileen M. Bonaguro	Associate Professor	8/15/2011	95,724.00	78,324.00	Status Chg (Staff to Faculty)	E&G	
Library Public Services	Michael Bernard Binder	Professor	7/1/2011	117,948.00	97,332.00	Status Chg (Staff to Faculty)	E&G	
Psychology	Ronda Carol Talley	Professor	8/15/2011	101,016.00	90,924.00	Status Chg (Staff to Faculty)	E&G	
Modern Languages	Sven-Ole Andersen	Visiting Assistant Professor	8/15/2011	46,308.00	47,508.00	Rank Change	E&G	
Modern Languages	Ke Peng	Assistant Professor	8/16/2011	46,800.00	48,000.00	Rank Change	E&G	
School of Nursing	Lorraine Bormann	Assistant Professor	8/16/2011	45,000.00	46,200.00	Rank Change	E&G	
Biology	Albert J. Meier	Professor	7/1/2011	66,732.00	70,404.00	Salary Increase	E&G	OTHSI
Public Health	Mary Christine Nagy	Associate Professor	7/1/2011	62,688.00	68,688.00	Salary Increase	E&G	ADDED
Academic Support	Timothy John Brotherton	Department Head	7/1/2011	62,652.00	67,356.00	FY Salary Increase	E&G	
Allied Health - Dental Hygiene	Wendi J. Hulsey	Instructor	7/1/2011	36,960.00	37,464.00	FY Salary Increase	E&G	
Center for Gerontology	Dana Burr Bradley	Associate Professor	7/1/2011	84,780.00	85,476.00	FY Salary Increase	E&G	
Dept. of Kinesiology, Recr. & Sport	William T. Hey	Professor	7/1/2011	77,292.00	78,048.00	FY Salary Increase	E&G	
Interdisciplinary Studies	Sara Northermer	Visiting Assistant Professor	7/1/2011	45,000.00	45,504.00	FY Salary Increase	E&G	
Public Health	Mary Christine Nagy	Associate Professor	7/1/2011	68,688.00	69,324.00	FY Salary Increase	E&G	

Funding Source Codes:

E&G - Education and General
Grant - Grant Funded
Aux - Auxiliary
RD - Revenue Dependent
Split - Split between sources
FDN - Foundation

Salary Increase Codes:

ADDED - Added Duties
MKTEQ - Market Equity
REORG - Departmental Reorganization
OTHSI - Other Salary Increase

Action Definitions:

INITIAL APPOINTMENT - Used when an employee is added to payroll for the first time.
REAPPOINTMENT - Used when an employee comes to the end date of an appointment and is continued in the same position. Used only when there is no break in employment.
REHIRE - Used when an employee is rehired following a separation from WKU.
REHIRE OF A RETIREE - Used when a WKU retired employee is rehired.
ADDED DUTIES - Used when employee receives a salary increase due to added responsibilities in their job but when their job is not reclassified.
DEGREE - Used when an employee receives a degree resulting in an increase to their base salary or payment of a lump sum.
MARKET/EQUITY INCREASE - Used when employee receives a salary increase as the result of market or equity factors.
OTHER SALARY INCREASE - Used when an employee receives a salary increase due to reasons not covered by other salary increase reason codes.
FISCAL YEAR RATE INCREASE - Used when a rate increase is effective July 1.
RECLASSIFICATION - Used when an employee's job title, salary grade and/or salary are changed as the result of a material increase in duties/responsibilities.
REORGANIZATION - Used when an employee receives a salary increase as the result of a departmental reorganization.
FISCAL YEAR SALARY INCREASE - Used when a salary increase is effective on July 1.
STATUS CHANGE - used when a staff member goes from part time to full time. (This code is not used for faculty.)
TRANSFER - Used when an employee moves from one position to another position as the result of a search process regardless of department and/or salary change.

Explanation for Salary Increases Greater Than \$5,000

The salary proposed for Dr. Nagy is based on the assumption of added duties related to her role as Assistant Dean of the College of Health and Human Services.

Mary Christine Nagy

Entered 7/13/2011 through 9/9/2011

Department	Employee	Title	Effective Date	Current Rate or Salary	Proposed Rate or Salary	Type Action	Funding Source	Salary Increase Reason
Accounting & Financial Reporting	Alicia G. Haley	Grant Accounts Specialist	8/8/2011	29,076.00	29,076.00	Initial Appointment	E&G	
Admissions Office	Alexandria L. Kerns	Admissions Counselor	8/22/2011	28,560.00	28,560.00	Initial Appointment	E&G	
Biology	Bonnie S. McCullagh	Research Assistant	8/29/2011	29,016.00	29,016.00	Initial Appointment	Grant	
Bookstore	Jacelyn K. Osborne	BW PT Clerical 00	8/1/2011	11.00	11.00	Initial Appointment	Aux	
Bookstore	Seth Robert Ruby	BW PT Clerical 00	8/15/2011	17.00	17.00	Initial Appointment	Aux	
Building Services	Patricia Anne Alexander	Building Services Attendant	7/18/2011	8.26	8.26	Initial Appointment	E&G	
Building Services	Wendy Carol Caffee	Building Services Attendant	8/1/2011	8.26	8.26	Initial Appointment	E&G	
Building Services	Juan Lynn Peterson	Building Services Attendant	7/18/2011	8.26	8.26	Initial Appointment	E&G	
Building Services	Joshua Depp Simon	Building Services Attendant	8/1/2011	8.26	8.26	Initial Appointment	E&G	
Building Services	Kathleen Mary Tinagero	Building Services Attendant	8/15/2011	8.26	8.26	Initial Appointment	E&G	
Building Services	Paula Rose White	Building Services Attendant	7/18/2011	8.26	8.26	Initial Appointment	E&G	
Building Services	Octavia June Willis	Building Services Attendant	7/18/2011	8.26	8.26	Initial Appointment	E&G	
Building Services	Phout Xaysana	Building Services Attendant	7/25/2011	8.26	8.26	Initial Appointment	E&G	
Campus Services	Leah D. Hopwood	Group Leader, Gardener	8/15/2011	14.00	14.00	Initial Appointment	E&G	
Center for R&D Operations	Edmund Richard Mattelli	Building Services Attendant	8/1/2011	8.26	8.26	Initial Appointment	E&G	
College of Ed & Behavioral Science	Kayla Marie Super	Office Associate	8/22/2011	24,000.00	24,000.00	Initial Appointment	Grant	
College of Health & Human Services	Diane Rose Kolb	Office Coordinator	8/29/2011	33,180.00	33,180.00	Initial Appointment	E&G	
Dept. of Kinesiology, Recr. & Sport	LaTishah Nicole Britt	Office Associate	8/22/2011	27,000.00	27,000.00	Initial Appointment	E&G	
Facilities Fiscal Services	Jodi L. Southerland	Work Control Center Associate	8/15/2011	27,096.00	27,096.00	Initial Appointment	E&G	
Gatton Academy of Math and Science	Samuel Wayne Earls	Residential Counselor	8/1/2011	22,512.00	22,512.00	Initial Appointment	E&G	
Gatton Academy of Math and Science	Brimah Mamoud Vonjo	Residential Counselor	8/1/2011	22,512.00	22,512.00	Initial Appointment	E&G	
Health Information Management	Carrie L. Moss	SM Clerical 05	8/29/2011	20,160.00	20,160.00	Initial Appointment	E&G	
Health Services	Randy Wade Pinkard	Manager, Employee Wellness	9/6/2011	55,008.00	55,008.00	Initial Appointment	RD	
Housing & Residence Life	Crystal L. Jones	Coordinator, HRL	8/12/2011	31,008.00	31,008.00	Initial Appointment	Aux	
Kelly Autism Program	Alok Amraotkar	Assistant Manager (KAP)	8/15/2011	43,008.00	43,008.00	Initial Appointment	RD	
Libraries	Cathi Dawn Barth	BW PT Clerical 00	9/6/2011	10.00	10.00	Initial Appointment	E&G	
Library Public Services	Laura M. DeLancey	BW PT Clerical 00	8/15/2011	25.00	25.00	Initial Appointment	E&G	
Men's Baseball	Brendan Patrick Dougherty	Assistant Coach	8/4/2011	55,008.00	55,008.00	Initial Appointment	E&G	
Office of Internationalization	Lisa McKenzie Owen	Int'l Legal Affairs Specialist	8/15/2011	45,000.00	45,000.00	Initial Appointment	E&G	
Office of Scholar Development	Melinda Dianne Grimsley-Smith	Coordinator, Intl Scholarships	8/24/2011	49,008.00	49,008.00	Initial Appointment (Temp 1 year)	E&G	
Parking Services	Crissy L. Clark	Transportation Dispatcher	9/6/2011	12.00	12.00	Initial Appointment	E&G	
Postal Services	Melissa Shea Hayden	Postal Services Associate	8/22/2011	25,038.00	25,038.00	Initial Appointment	E&G	
Public Health	Aditya Stanam	BW PT Tech 00	7/25/2011	10.00	10.00	Initial Appointment	Grant	
Public Health	Connie Sue Ellis	BW PT Tech 00	8/1/2011	10.00	10.00	Initial Appointment	Grant	
Strength & Conditioning	Brandon S. Kuhn	Strength & Conditioning Coach	8/22/2011	45,000.00	45,000.00	Initial Appointment	E&G	
University Centers	Brandi Marcel Smith	BW PT Tech 00	8/1/2011	10.00	10.00	Initial Appointment	Aux	
WKU - Owensboro	Donna R Duffy	BW PT Maint 00 (Other)	8/30/2011	8.50	8.50	Initial Appointment	E&G	
WKU - Owensboro	Lindsey Francis Mattingly	BW PT Maint 00 (Other)	8/30/2011	8.50	8.50	Initial Appointment	E&G	
Women's Softball	Kirin S Kumar	Assistant Coach	8/30/2011	32,004.00	32,004.00	Initial Appointment	E&G	
Building Services	Kathy L. Miller	Building Services Attendant	8/1/2011	8.26	8.26	Rehire	E&G	
Conference Center	Dewaker M. Dhandapani	Events Assistant	7/25/2011	21,450.00	21,450.00	Rehire	RD	
Facilities Sustainability	Barrett Alan Wright	Waste Reduction Associate	8/1/2011	9.00	9.00	Rehire	E&G	
Hoffman Institute - POD	Benjamin Verflinden Miller	Environmental Research Spec	7/28/2011	34,008.00	34,008.00	Rehire	Split	
Honors College	Deborah Kay Burch	Office Associate	8/15/2011	25,008.00	25,008.00	Rehire	E&G	
Men's Football	Stuart W. Hoyt	Assistant Coach	7/20/2011	60,000.00	60,000.00	Rehire	E&G	
Tech Support Serv-Desktop Support	Nicholas Scott Schoenbaechler	Desktop Support Consultant	8/16/2011	41,016.00	41,016.00	Rehire	E&G	

Entered 7/13/2011 through 9/9/2011

Department	Employee	Title	Effective Date	Current Rate or Salary	Proposed Rate or Salary	Type Action	Funding Source	Salary Increase Reason
Small Business Development Center	Eva Christine Bixler	BW PT Tech 00	7/1/2011	27.00	28.00	Reappointment	Grant	
Student Disability Services	Sandra Mefford	BW PT Tech 00	8/1/2011	14.00	14.00	Reappointment	Grant	
Student Support Services	Mary Ann Brockman Bokkon	Coord, Student Support Svc	9/1/2011	33,216.00	33,216.00	Reappointment	Grant	
Student Support Services	Terrance Christopher George	Director, Student Support Svcs	9/1/2011	46,704.00	46,704.00	Reappointment	Grant	
Student Support Services	Kimberly Ann Whalen	Office Coordinator	9/1/2011	30,144.00	30,144.00	Reappointment	Grant	
Talent Search	Carol Coleman Lee	Office Associate	9/1/2011	28,992.00	28,992.00	Reappointment	Grant	
Upward Bound	Tammy Diane Liscomb	Office Associate	9/1/2011	23,820.00	24,324.00	Reappointment	Grant	
Admissions Office	Brentini Danielle Henderson-King	Internatl Credential Evaluator	8/1/2011	28,008.00	28,560.00	Status Change (Temp to Reg)	E&G	
Admissions Office	Joshua Tyler Coleman	Admissions Counselor	7/25/2011	28,008.00	28,560.00	Status Change (Temp to Reg)	E&G	
Biology	Margaret Marie Mahan	Research Associate	9/1/2011	22,104.00	28,008.00	Status Change (Temp to Reg)	Grant	
Building Services	Patsy A. Perkins	Building Services Attendant	7/18/2011	8.00	8.26	Status Change (Part Time to Full Time)	E&G	
Dean, University College	Meredyth Ann McGrew	Office Associate	9/15/2011	11.00	24,000.00	Status Change (Temp to Reg)	E&G	
Forensics - POD	Debra Gensheimer	Office Associate	8/1/2011	26,592.00	26,592.00	Status Change (Temp to Reg)	E&G	
Hilltopper Athletic Foundation	Brandon K. Spurlock	Assistant Director	8/16/2011	32,508.00	37,008.00	Status Change (Temp to Reg)	E&G	
School of Nursing	Mary Evelyn Clemons	Coordinator, Clinical Ed.	9/1/2011	30,000.00	32,712.00	Status Change (Temp to Reg)	FDN	
Student Technology	Julie Michelle Samples	Information Tech Consultant	9/1/2011	13.26	37,200.00	Status Change (Temp to Reg)	E&G	
Study Abroad	Sakiba Dzell	Administrative Assistant	8/1/2011	15.00	32,004.00	Status Change (Part Time to Full Time)	E&G	
Women's Soccer	Christopher Lee Tinius	Assistant Coach	7/1/2011	27,552.00	27,552.00	Status Change (Part Time to Full Time)	E&G	
Agriculture	Joseph Oney Reynolds	Agriculture Technician	7/16/2011	36,024.00	36,024.00	Degree (One Time Pay)	E&G	
Comm. Tech - Interactive Video Serv.	Brandon Wayne Davidson	IVS Coordinator	8/1/2011	40,396.00	40,396.00	Degree (One Time Pay)	E&G	
Police	Joe Dale Harbaugh	Assistant Chief (Major)	9/1/2011	54,768.00	55,476.00	Degree	E&G	
Water Resource Center - POD	Jana Rose Fattic	Assc Dir/Acdmc Prgrm Dir (WRM)	9/1/2011	60,600.00	61,308.00	Degree	Split	
Bookstore	Alice Lee Ralston Cannon	Manager, Bookstore	7/1/2011	39,312.00	47,004.00	Reclassification	Aux	
Purchasing and Accounts Payable	Marci Caldwell Morehead	Procurement Associate	7/1/2011	26,532.00	30,000.00	Reclassification	E&G	
Sponsored Programs	Mary McCue Switek	Assistant Director	7/1/2011	47,508.00	52,512.00	Reclassification	E&G	
Admissions Office	Angela Dawn Miller	Coord, Admission Services	8/1/2011	22,656.00	34,008.00	Transfer	E&G	
Building Services	Linda Sue Gann	Team Leader	8/29/2011	8.69	10.43	Transfer	E&G	
Building Services	Robin Lee Bradshaw	Supervisor, Building Services	8/29/2011	11.38	14.36	Transfer	E&G	
Extended Learning	Anne Whitney Honaker	Senior Instructional Designer	8/15/2011	45,636.00	51,672.00	Transfer	RD	
Extended Learning & Outreach (DELO)	Alicia Brooke Bingham	Summer/Winter Prgm Coordinator	8/1/2011	41,532.00	43,824.00	Transfer	RD	
Extended Learning & Outreach (DELO)	Laura Layne Ricke	Director, Academic Outreach	9/1/2011	46,728.00	71,400.00	Transfer	RD	
Facilities Sustainability	William Randall Sleeper	Waste Reduction Associate	8/15/2011	8.52	9.00	Transfer	E&G	
Institutional Research	James Daniel Hume	Database Analyst	9/1/2011	36,504.00	42,996.00	Transfer	E&G	
Men's Baseball	Mathew Wayne Myers	Head Athletic Coach	7/12/2011	57,540.00	125,004.00	Transfer	E&G	
Alumni Relations	Emily B. Trabue	Marketing/Graphic Artist	9/1/2011	34,068.00	39,060.00	Salary Increase	E&G	
Athletics	Lindsay R. Thomas	Coord, Marketing & Promotions	8/1/2011	42,972.00	58,572.00	Salary Increase	E&G	OTHSI
College Heights Foundation	Bethany D. Keltner	Office Associate	7/1/2011	32,448.00	34,392.00	Salary Increase	FDN	ADDED
College Heights Foundation	H. Alexander Downing	President, CHF	7/1/2011	126,012.00	129,792.00	Salary Increase	FDN	ADDED
College Heights Foundation	Laurie V. Basham	Coordinator III	7/1/2011	40,608.00	43,044.00	Salary Increase	FDN	ADDED
College Heights Foundation	Sarah Katherine Reynolds	Office Associate	7/1/2011	26,136.00	27,696.00	Salary Increase	FDN	ADDED
Combustion Lab Center Prof Services	Houyin Zhao	Research Associate	7/1/2011	38,004.00	39,156.00	Salary Increase	FDN	ADDED
Combustion Lab Center Prof Services	Kevin Duckett	Technical Support Specialist	7/1/2011	19.05	19.62	Salary Increase	RD	OTHSI
Combustion Lab Center Prof Services	Quentin J. Lineberry	Coord, Thermal Analysis Lab	7/1/2011	40,584.00	41,808.00	Salary Increase	RD	OTHSI
Combustion Lab Center Prof Services	William Wren Orndorff	Research Associate	7/1/2011	36,000.00	37,080.00	Salary Increase	RD	OTHSI
Inst Combustion Sci & Env Tech- POD	Martin G. Cohron	Coordinator, Research Support	7/1/2011	63,900.00	65,820.00	Salary Increase	RD	OTHSI
International Student & Scholar Svc	Andrea Lynn Ford	Intl Student & Scholar Advisor	7/1/2011	33,684.00	36,684.00	Salary Increase	E&G	ADDED

Department	Employee	Title	Effective Date	Current Rate or Salary	Proposed Rate or Salary	Type Action	Funding Source	Salary Increase Reason
Men's Baseball	Blake Christopher Allen	Assistant Coach	7/1/2011	41,940.00	55,008.00	Salary Increase	E&G	REORG
SKYTeach	Karen C. Long	Coordinator, SKY Teach	7/1/2011	32,004.00	33,696.00	Salary Increase	Grant	OTHSI
Training/Technical Assistance Svcs	James Christopher Watkins	Management Specialist	7/1/2011	64,872.00	66,876.00	Salary Increase	RD	MKTEQ
Academic Affairs & Provost's Office	Emily Lynn Dillard	Staff Specialist/Events Coord	7/1/2011	38,784.00	39,288.00	Fiscal Yr. Salary Increase	E&G	
Agricultural Exposition Center	Lindsay Ann Meeks	Concessions Coordinator	7/1/2011	10.58	10.67	Fiscal Yr. Salary Increase	RD	
Applied Research & Technology - POD	Rickard Stanley Toomey	Director, Intl Learning Cntr	7/1/2011	64,860.00	65,520.00	Fiscal Yr. Salary Increase	Grant	
Clinical Education Complex (CEC)	Vicki Taylor Beach	Instructional Assistant	7/1/2011	45,504.00	46,008.00	Fiscal Yr. Salary Increase	FDN	
College of Ed & Behavioral Science	Usmaan Shakil	Web Developer	7/1/2011	36,744.00	37,248.00	Fiscal Yr. Salary Increase	E&G	
Facilities Management	Adam W. Simone	Sr Groundskeeper	7/1/2011	11.48	11.74	Fiscal Yr. Salary Increase	E&G	
Honors College	Audra Renee Jennings	Director, Scholar Development	7/1/2011	65,004.00	65,508.00	Fiscal Yr. Salary Increase	E&G	
International Student & Scholar Svc	Jason Swift	Intl Student & Scholar Advisor	7/1/2011	31,500.00	32,004.00	Fiscal Yr. Salary Increase	E&G	
Library Public Services	Robert Glen Harbison	Sr Reference/Periodicals Assoc	7/1/2011	47,208.00	47,712.00	Fiscal Yr. Salary Increase	E&G	
Men's Football	Wilbur Louis Hackett	Asst. Dir, Football Operations	7/1/2011	24,000.00	24,504.00	Fiscal Yr. Salary Increase	E&G	
Office of Internationalization	Andrea Nicole Cheney	Coord, International Programs	7/1/2011	37,500.00	38,004.00	Fiscal Yr. Salary Increase	E&G	
SKYTeach	Denis Mujic	Office Associate	7/1/2011	22,800.00	23,304.00	Fiscal Yr. Salary Increase	Grant	
Veterans Upward Bound	Martha Rascoe Kenney	Director	7/1/2011	48,060.00	48,564.00	Fiscal Yr. Salary Increase	Grant	
Water Resource Center - POD	Jana Rose Fattic	Assc Dir/Acadmic Prgm Dir (WRM)	7/1/2011	60,000.00	60,600.00	Fiscal Yr. Salary Increase	Split	
VP for Research	Gordon C. Baylis	Vice President	10/1/2011	17,000.00	17,000.00	Supplemental Payment	E&G	OTHSI
Training/Technical Assistance Svcs	Janet Marian Buckley	Component Specialist	7/31/2011			Retirement	RD	

Funding Source Codes:

E&G - Education and General

Grant - Grant Funded

Aux - Auxiliary

RD - Revenue Dependent

Split - Split between sources

FDN - Foundation

Salary Increase Codes:

ADDED - Added Duties

MKTEQ - Market Equity

REORG - Departmental Reorganization

OTHSI - Other Salary Increase

Action Definitions:

INITIAL APPOINTMENT - Used when an employee is added to payroll for the first time.

SECONDARY APPOINTMENT - Used when a PT employee who already has a primary assignment accepts an additional PT assignment.

REAPPOINTMENT - Used when an employee comes to the end date of an appointment and is continued in the same position. Used only when there is no break in employment.

REHIRE - Used when an employee is rehired following a separation from WKU.

REHIRE OF A RETIREE - Used when a WKU retired employee is rehired.

ADDED DUTIES - Used when employee receives a salary increase due to added responsibilities in their job but when their job is not reclassified.

DEGREE - Used when an employee receives a degree resulting in an increase to their base salary or payment of a lump sum.

MARKET/EQUITY INCREASE - Used when employee receives a salary increase as the result of market or equity factors.

OTHER SALARY INCREASE - Used when an employee receives a salary increase due to reasons not covered by other salary increase reason codes.

FISCAL YEAR RATE INCREASE - Used when a rate increase is effective July 1.

RECLASSIFICATION - Used when an employee's job title, salary grade and/or salary are changed as the result of a material increase in duties/responsibilities.

REORGANIZATION - Used when an employee receives a salary increase as the result of a departmental reorganization.

FISCAL YEAR SALARY INCREASE - Used when a salary increase is effective on July 1.

STATUS CHANGE - used when a staff member goes from part time to full time. (This code is not used for faculty.)

TRANSFER - Used when an employee moves from one position to another position as the result of a search process regardless of department and/or salary change.

Explanation for Salary Increases Greater Than \$5,000

Lindsey R. Thomas	The salary increase proposed for Ms. Thomas is required in order to retain her in a key position within Athletics as she was offered a position at another institution. Ms. Thomas' responsibilities in marketing and promotion are considered critical to Athletics, particularly given timing of the external offer. Funding for the proposed increase is provided by existing departmental revenue.
Mary McCue Swietek	The salary increase proposed for Ms. Swietek is based on a reclassification of her position from Coordinator, Proposal Development to <u>Assistant Director, Sponsored Programs</u> . This assignment change was a part of several changes occurring within Sponsored Programs due to new departmental leadership and a major change in organizational structure. Funding for the proposed increase is provided by existing departmental funds.
Alice Lee Cannon	The salary increase proposed for Ms. Cannon is based on a reclassification of her position from Manager, Bookstore to <u>Assistant Director, Accounting and Resources</u> . This assignment change was a part of several changes occurring within the WKU Store to clearly identify unit leadership. Funding for the proposed increase is provided by existing departmental revenue.
Emily B. Trabue	The salary increase proposed for Ms. Trabue is required in order to retain her employment at WKU as she was offered a position with another organization. Ms. Trabue's talents and abilities are considered important to Alumni Affairs. Funding for the proposed increase is provided by existing departmental funds.
Blake Christopher Allen	The salary increase proposed for Mr. Allen is justified due to reorganization of coaching leadership within the Men's Baseball program, in conjunction with appointment of a new Head Coach. The increase is also necessary to keep the salary competitive with comparable programs. Funding for the proposed increase is provided by existing departmental funds.
Gordon C. Baylis	Supplemental salary based on 1.0% of previous fiscal year's indirect cost recovery.

2011-12 FIRST QUARTER STATEMENT OF REVENUES & EXPENDITURES

REQUEST:

Accept for filing the 2011-12 First Quarter Statement of Revenues & Expenditures.

FACTS:

Total realized Educational and General (E&G) revenue, as a percentage of the budget, was comparable to the first quarter revenue of 2010-11. State appropriations are distributed on a quarterly basis, but the distribution for each quarter does not represent 25 percent of the total due to the state's variable allocation schedule.

Restricted revenues and expenditures for grants and contracts were comparable to the first quarter revenues and expenditures of 2010-11. Other revenue includes revenue generated by individual programs such as Athletics, University Farm, and various revenue dependent programs. The amount of revenue and the timing of receipt vary, but program administrators know they must manage expenditures so as to not exceed receipts. It is noted that several programs have significant activity in spring and summer. Revenues and expenditures for Auxiliary Enterprises are very similar to first quarter revenues and expenditures of 2010-11. At this point in the fiscal year, it appears that revenues and expenses are at expected levels.

RECOMMENDATION:

President Gary A. Ransdell recommends that the Board of Regents accept for filing the 2011-12 First Quarter Statement of Revenues and Expenditures.

MOTION:

Accept for filing the 2011-12 First Quarter Statement of Revenues and Expenditures.

Western Kentucky University
 First Quarter 2012 - Statement of Revenues and Expenditures
 For the period from July 1, 2011 through September 30, 2011

	Revised Budget 1st Quarter	Actual 1st Quarter Year-to-date	Percent of 2011-12 Actual/Revised
Revenue			
Educational and General			
Unrestricted			
Student tuition and fees	\$ 164,794,000	\$ 79,441,396	48.2%
State appropriations	\$ 77,377,300	\$ 22,764,000	29.4%
Other	\$ 23,385,855	\$ 7,007,623	30.0%
Net assets allocation	\$ 25,458,263		
Total unrestricted	<u>\$ 291,015,418</u>	<u>\$ 109,213,019</u>	
Restricted			
Grants and Contracts	\$ 70,521,845	\$ 32,270,850	45.8%
Other	\$ 740,000		0.0%
Net assets allocation	\$ 6,459,891		
Total restricted	<u>\$ 77,721,736</u>	<u>\$ 32,270,850</u>	
Auxiliary Enterprises			
Revenue Sources	\$ 25,054,000	\$ 11,061,418	44.2%
Net assets allocation	\$ 11,184		
Total auxiliary enterprises	<u>\$ 25,065,184</u>	<u>\$ 11,061,418</u>	
Total revenue	<u><u>\$ 393,802,338</u></u>	<u><u>\$ 152,545,287</u></u>	<u>38.7%</u>
Total revenue excluding net assets allocation	<u><u>\$ 361,873,000</u></u>	<u><u>\$ 152,545,287</u></u>	<u>42.2%</u>
Expenditures			
Educational and General			
Unrestricted			
	\$ 291,015,418	\$ 68,177,998	23.4%
Restricted			
Grants and Contracts	\$ 70,521,845	\$ 32,270,850	45.8%
Grant Carryforward	\$ 6,459,891		
Other	\$ 740,000		0.0%
Total restricted	<u>\$ 77,721,736</u>	<u>\$ 32,270,850</u>	41.5%
Auxiliary Enterprises			
Auxilliary enterprises	\$ 25,065,184	\$ 5,247,349	20.9%
Total expenditures	<u><u>\$ 393,802,338</u></u>	<u><u>\$ 105,696,197</u></u>	<u>26.8%</u>

* Current year expenditure sources included both revenues from current year and net asset allocation from prior year.